



American Staffing Association

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277 South Washington St.
Alexandria, VA 22314-3675
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americanstaffing.net

ACTIVE | Membership Application

NAME OF COMPANY (HEADQUARTERS)
STREET ADDRESS
CITY/STATE/ZIP CODE + 4
DESIGNATED VOTING REPRESENTATIVE (MR./MS./MRS.) NICKNAME
TITLE PHONE
COMPANY WEB SITE FAX
COMPANY E-MAIL PERSONAL E-MAIL AT COMPANY

COMPANY PROFILE

What year did your company open?
What is your firm's total number of offices (including your headquarters office)?
How did you hear about ASA? (e.g., ASA member, mailing, fax, Web site)
What is your primary reason for joining ASA?
Is your company a member of your state ASA chapter?
Is your company a member of any other staffing industry organization?
If yes, please list:
Is your company a minority-owned business?
If yes, please check the appropriate box(es):

SERVICES AND OCCUPATIONS

Indicate the type(s) of staffing services (1-9) and occupations (A-G) your firm provides by noting what percentages of your total sales they represent. See back of application for definitions. Each group should total 100%.
Staffing Services
1. Human Resource Consulting
2. Long-Term and Contract Help
3. Managed Services
4. Outplacement
5. Payrolling
6. PEO (Employee Leasing)
7. Recruitment and Placement
8. Temporary Help
9. Temporary to Hire
Occupational Categories
A. Health Care
B. Industrial
C. Information Technology
D. Office-Clerical
E. Professional-Managerial
F. Technical
G. Other
Total = 100%

CALCULATION OF DUES

American Staffing Association dues are based on total U.S. revenues attributable to all staffing and employment-related services for the firm's most recently closed four fiscal quarters. ASA dues schedule is on the next page.

A. Total staffing services sales volume for the last four quarters	\$
B. Dues payment based on dues schedule	\$
C. Application fee	\$ 100
D. Total ASA dues payment (B+C)	\$

PAYMENT

Enclosed is my check # _____ for the amount of \$ _____

Please charge my American Express MasterCard Visa for the amount of \$ _____

Card number _____ Exp. date _____

Signature _____ Cardholder name _____

Billing address _____

Phone _____

Send payment to ASA Membership Dues, 277 South Washington St., Suite 200, Alexandria, VA 22314-3675.

SIGNATURE

I certify that the annual sales figures used to compute the above dues are true and correct, and are based on total sales of branch, franchised, or licensed offices, or similar entities in which the staffing firm or its principals have interest. I hereby apply for membership in ASA and authorize ASA to charge current applicable membership dues. By joining ASA, I agree to abide by the ASA Code of Ethics and Good Practices and acknowledge that the terms and conditions of membership are governed by the ASA bylaws.

Signature of company's designated voting representative

Date

WHAT YOU NEED TO KNOW ABOUT MEMBERSHIP

Qualifications for Membership: A firm must be operated on a for-profit basis as a separately identifiable entity that provides staffing or employment-related services to third parties and does not charge its employees a fee for placing them in jobs. A company must be open for business and actively placing employees on assignment in order to join ASA.

Only the headquarters office of a staffing firm may become an active member. Active members are entitled to one vote at all ASA membership meetings. All branch, franchised, and licensed offices of active members will be designated as nonvoting affiliate members. These offices may be eligible to receive ASA publications at no extra charge. Please contact ASA for further information.

No staffing firm shall be eligible for ASA membership unless ASA active member dues are paid by all staffing firms that operate, have an ownership interest in, or are under common control with the applicant firm. Active member dues also must be paid by all staffing firms operated or owned by the

applicant. Ownership does not include ownership of less than 2% of a publicly traded company. Companies that provide staffing services and operate outside the United States are eligible for international membership. Associate membership is available to companies that provide products or services to the staffing industry.

Dues Calculation: ASA dues are based on total U.S. revenues attributable to all staffing and employment-related services provided during the staffing firm's most recently closed four fiscal quarters. Revenues include total sales of branch, franchised, or licensed offices, or similar entities in which the staffing firm or its principals have an interest.

Dues Verification: To ensure the accuracy of member dues, ASA may ask members to provide supporting information. ASA's outside accountant, Tate & Tryon, will notify members selected for dues verification. All information provided will be kept strictly confidential.

Tax Deduction: Dues and other contributions or gifts paid to ASA are not tax deductible as

charitable contributions; however, they may be tax deductible as ordinary and necessary business expenses. Federal tax law disallows deductions related to certain types of lobbying and political activities. While most of ASA's lobbying and political activities are not subject to this limitation, ASA estimates that in 2010, 12% of dues revenue will be used for activities that cannot be deducted. Therefore, 88% of your dues may be deductible as a business expense for federal tax purposes.

Administrative Procedures: To protect the integrity of your firm's membership record, all changes in address and contact information must be submitted in writing to ASA.

Code of Ethics and Good Practices: ASA members agree to abide by the association's Code of Ethics and Good Practices. Any violation of the code may result in the loss of ASA membership.

Membership Year: Membership is based on the calendar year, Jan. 1 to Dec. 31.

ASA Membership Dues Schedule

GROSS SALES		DUES	GROSS SALES		DUES	GROSS SALES		DUES
Up to \$10 million			50.	50,000,001–56,250,000	\$ 10,625	98.	600,000,001–612,500,000	\$ 48,000
1.	\$0–1,000,000	\$ 520	51.	56,250,001–62,500,000	\$ 11,310	99.	612,500,001–625,000,000	\$ 48,615
2.	1,000,001–1,125,000	\$ 555	52.	62,500,001–68,750,000	\$ 12,045	100.	625,000,001–637,500,000	\$ 49,235
3.	1,125,001–1,250,000	\$ 590	53.	68,750,001–75,000,000	\$ 12,820	101.	637,500,001–650,000,000	\$ 49,865
4.	1,250,001–1,375,000	\$ 630	54.	75,000,001–81,250,000	\$ 13,650	102.	650,000,001–662,500,000	\$ 50,500
5.	1,375,001–1,500,000	\$ 675	55.	81,250,001–87,500,000	\$ 14,525	103.	662,500,001–675,000,000	\$ 51,115
6.	1,500,001–1,625,000	\$ 720	56.	87,500,001–93,750,000	\$ 15,455	104.	675,000,001–687,500,000	\$ 51,735
7.	1,625,001–1,750,000	\$ 770	57.	93,750,001–100,000,000	\$ 16,445	105.	687,500,001–700,000,000	\$ 52,365
8.	1,750,001–1,875,000	\$ 825	> \$100 million			106.	700,000,001–712,500,000	\$ 53,000
9.	1,875,001–2,000,000	\$ 885	58.	100,000,001–112,500,000	\$ 17,500	107.	712,500,001–725,000,000	\$ 53,495
10.	2,000,001–2,250,000	\$ 950	59.	112,500,001–125,000,000	\$ 18,685	108.	725,000,001–737,500,000	\$ 53,990
11.	2,250,001–2,500,000	\$ 1,010	60.	125,000,001–137,500,000	\$ 19,955	109.	737,500,001–750,000,000	\$ 54,495
12.	2,500,001–2,750,000	\$ 1,080	61.	137,500,001–150,000,000	\$ 21,305	110.	750,000,001–762,500,000	\$ 55,000
13.	2,750,001–3,000,000	\$ 1,150	62.	150,000,001–162,500,000	\$ 22,750	111.	762,500,001–775,000,000	\$ 55,495
14.	3,000,001–3,250,000	\$ 1,225	63.	162,500,001–175,000,000	\$ 23,520	112.	775,000,001–787,500,000	\$ 55,990
15.	3,250,001–3,500,000	\$ 1,285	64.	175,000,001–187,500,000	\$ 24,320	113.	787,500,001–800,000,000	\$ 56,495
16.	3,500,001–3,750,000	\$ 1,350	65.	187,500,001–200,000,000	\$ 25,145	114.	800,000,001–812,500,000	\$ 57,000
17.	3,750,001–4,000,000	\$ 1,415	66.	200,000,001–212,500,000	\$ 26,000	115.	812,500,001–825,000,000	\$ 57,495
18.	4,000,001–4,250,000	\$ 1,485	67.	212,500,001–225,000,000	\$ 26,945	116.	825,000,001–837,500,000	\$ 57,990
19.	4,250,001–4,500,000	\$ 1,585	68.	225,000,001–237,500,000	\$ 27,930	117.	837,500,001–850,000,000	\$ 58,495
20.	4,500,001–4,750,000	\$ 1,695	69.	237,500,001–250,000,000	\$ 28,945	118.	850,000,001–862,500,000	\$ 59,000
21.	4,750,001–5,000,000	\$ 1,815	> \$250 million			119.	862,500,001–875,000,000	\$ 59,495
22.	5,000,001–5,625,000	\$ 1,940	70.	250,000,001–262,500,000	\$ 30,000	120.	875,000,001–887,500,000	\$ 59,990
23.	5,625,001–6,250,000	\$ 2,075	71.	262,500,001–275,000,000	\$ 30,490	121.	887,500,001–900,000,000	\$ 60,495
24.	6,250,001–6,875,000	\$ 2,220	72.	275,000,001–287,500,000	\$ 30,985	122.	900,000,001–912,500,000	\$ 61,000
25.	6,875,001–7,500,000	\$ 2,375	73.	287,500,001–300,000,000	\$ 31,490	123.	912,500,001–925,000,000	\$ 61,495
26.	7,500,001–8,125,000	\$ 2,540	74.	300,000,001–312,500,000	\$ 32,000	124.	925,000,001–937,500,000	\$ 61,990
27.	8,125,001–8,750,000	\$ 2,725	75.	312,500,001–325,000,000	\$ 32,725	125.	937,500,001–950,000,000	\$ 62,495
28.	8,750,001–9,375,000	\$ 2,925	76.	325,000,001–337,500,000	\$ 33,465	126.	950,000,001–962,500,000	\$ 63,000
29.	9,375,001–10,000,000	\$ 3,145	77.	337,500,001–350,000,000	\$ 34,225	127.	962,500,001–975,000,000	\$ 63,495
> \$10 million			78.	350,000,001–362,500,000	\$ 35,000	128.	975,000,001–987,500,000	\$ 63,990
30.	10,000,001–11,250,000	\$ 3,375	79.	362,500,001–375,000,000	\$ 35,725	129.	987,500,001–1,000,000,000	\$ 64,495
31.	11,250,001–12,500,000	\$ 3,600	80.	375,000,001–387,500,000	\$ 36,470	> \$1 billion		
32.	12,500,001–13,750,000	\$ 3,840	81.	387,500,001–400,000,000	\$ 37,225	130.	1,000,000,001–1,012,500,000	\$ 65,000
33.	13,750,001–15,000,000	\$ 4,100	82.	400,000,001–412,500,000	\$ 38,000	131.	1,012,500,001–1,025,000,000	\$ 65,250
34.	15,000,001–16,250,000	\$ 4,375	83.	412,500,001–425,000,000	\$ 38,610	132.	1,025,000,001–1,037,500,000	\$ 65,500
35.	16,250,001–17,500,000	\$ 4,685	84.	425,000,001–437,500,000	\$ 39,230	133.	1,037,500,001–1,050,000,000	\$ 65,750
36.	17,500,001–18,750,000	\$ 5,015	85.	437,500,001–450,000,000	\$ 39,860	134.	1,050,000,001–1,062,500,000	\$ 66,000
37.	18,750,001–20,000,000	\$ 5,370	86.	450,000,001–462,500,000	\$ 40,500	135.	1,062,500,001–1,075,000,000	\$ 66,250
38.	20,000,001–22,500,000	\$ 5,750	87.	462,500,001–475,000,000	\$ 41,110	136.	1,075,000,001–1,087,500,000	\$ 66,500
39.	22,500,001–25,000,000	\$ 6,115	88.	475,000,001–487,500,000	\$ 41,730	137.	1,087,500,001–1,100,000,000	\$ 66,750
40.	25,000,001–27,500,000	\$ 6,500	89.	487,500,001–500,000,000	\$ 42,360	138.	1,100,000,001–1,112,500,000	\$ 67,000
41.	27,500,001–30,000,000	\$ 6,915	> \$500 million			139.	1,112,500,001–1,125,000,000	\$ 67,250
42.	30,000,001–32,500,000	\$ 7,350	90.	500,000,001–512,500,000	\$ 43,000	140.	1,125,000,001–1,137,500,000	\$ 67,500
43.	32,500,001–35,000,000	\$ 7,635	91.	512,500,001–525,000,000	\$ 43,610	141.	1,137,500,001–1,150,000,000	\$ 67,750
44.	35,000,001–37,500,000	\$ 7,925	92.	525,000,001–537,500,000	\$ 44,235	142.	1,150,000,001–1,162,500,000	\$ 68,000
45.	37,500,001–40,000,000	\$ 8,235	93.	537,500,001–550,000,000	\$ 44,860	143.	1,162,500,001–1,175,000,000	\$ 68,255
46.	40,000,001–42,500,000	\$ 8,550	94.	550,000,001–562,500,000	\$ 45,500	144.	1,175,000,001–1,187,500,000	\$ 68,515
47.	42,500,001–45,000,000	\$ 9,025	95.	562,500,001–575,000,000	\$ 46,110	145.	1,187,500,001–1,200,000,000	\$ 68,770
48.	45,000,001–47,500,000	\$ 9,530	96.	575,000,001–587,500,000	\$ 46,735	> \$1.2 billion		
49.	47,500,001–50,000,000	\$ 10,065	97.	587,500,001–600,000,000	\$ 47,360	146.	\$68,770 + \$250 for ea. \$12,500,000 in sales	

Staffing Services

For the purpose of calculating ASA dues, “staffing employment-related services” include the following:

Human Resource Consulting: A staffing firm advises clients on a broad range of work force solutions, including strategies for optimizing staff and skill levels, employee productivity, training, and recruitment and retention.

Long-Term and Contract Help: A staffing firm recruits workers and assigns them to support or supplement a client’s work force on longer-term assignments. Workers may be employed by the staffing firm or assigned as independent contractors.

Managed Services: A staffing firm assumes full responsibility for operating a specific client function (e.g., call center) on a continuing basis.

Outplacement: A staffing firm provides career transition services, including career counseling, testing, training, interview coaching, and referrals, to assist a client’s separating employees.

Payrolling: A staffing firm places on its payroll employees recruited or hired by the client. Payrolling is distinguished from PEO arrangements in that the employees generally are on temporary assignments and make up a small proportion of the client’s work force.

Professional Employer Organization (PEO or Employee Leasing): A business places all or most of its work force on the payroll of a staffing firm, and the staffing firm assumes responsibility for payroll, benefits, and other human resource functions.

Recruitment and Placement: A staffing firm finds qualified job candidates and brings them together with potential employers for the purpose of establishing a “permanent” employment relationship.

Temporary Help: A staffing firm recruits and screens workers and assigns them to support or supplement a client’s work force to keep fully staffed during busy times, gain special expertise or staff special projects, or fill temporary vacancies. Workers may be employed by the staffing firm or assigned as independent contractors.

Temporary to Hire: A staffing firm employee works for a client for a trial period during which both the employee and the client consider establishing a “permanent” employment relationship.

Occupational Categories

Health Care: Physicians, dentists, nurses, hygienists, medical technicians, therapists, home health aides, custodial care workers, etc.

Industrial: Manual laborers, food handlers, cleaners, assemblers, drivers, tradesmen, machine operators, maintenance workers, etc.

Information Technology: Consultants, analysts, programmers, designers, installers, and other occupations involving computer sciences (hardware or software) or communications technology (Internet, telephony, etc.).

Office–Clerical: Secretaries, general office clerks, receptionists, administrative assistants, word-processing and data entry operators, cashiers, etc.

Professional–Managerial: Accountants, bookkeepers, attorneys, paralegals, middle and senior managers, advertising and marketing executives, and other nontechnical occupations that require higher skill or education levels.

Technical: Engineers, scientists, laboratory technicians, architects, draftsmen, technical writers and illustrators, and other individuals with special skills or training in technical fields involving math or science (not including information technology).



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