



APPLICATION CHECKLIST

Thank you for your application to the Institute of Tourist Guiding.

In order for us to process your application as quickly as possible, please ensure that you have included all of the following:

| | |
|---|---|
| | ✓ |
| Signed copy of the Professional Code of Conduct (please retain a signed copy for your reference) | |
| Photocopies/evidence of your Guiding Qualification(s) | |
| Photocopies/evidence of your Language and Academic Qualification(s) | |
| TWO completed current reference forms (within the last three years) from your referees | |
| ONLINE PAYMENT via your bank: Barclays Bank – Sort Code: 20 31 52 – Account number: 30673277 Quote your Institute membership number as a reference when making your online payment | |
| Direct Debit mandate form – Applications received after the end of January please pay Online via your bank | |