



# MLSA

MASTER LANDSCAPERS OF SA

## *Membership invitation*

### About us

The Master Landscapers of SA are the peak professional body in South Australia dedicated to promoting professionalism and quality practices throughout the Landscape Industry.

#### **Mission Statement**

To provide the Landscape Industry in South Australia with professional leadership, technical advice, relevant training and encourage the profitability of our members.

**Our members encompass all aspects of our very large and diverse landscape industry, including:**

- Commercial and residential landscape contractors
- Landscape Architects, Designers, Specifiers and Quantifiers
- Maintenance gardeners
- Manufacturers and suppliers of a huge range of products to the landscape industry
- Turf growers, sellers and installers
- Wholesale, commercial, retail and floristry plant growers, importers, developers and sellers
- The education sector

# What we do

## MEMBER SUPPORT

We support our members through

- Member only benefits
- Insurance assistance
- Advice
- Education
- Information on legislative changes, WH&S updates and much more
- Building license application assistance
- Networking
- Training

## MARKETING AND PROMOTION

Networking events, member contact for customers, media releases, social media promotion and regular e-mail communication

## ADVOCACY

MLSA actively lobby government for improvements in the landscape industry. From licensing changes to skills recognition- we are fighting to improve the landscape sector

## CONSUMER SUPPORT

MLSA respond to and assess consumer's complaints, as well as providing a contact point for qualified, licensed tradespeople

## PUBLIC AWARENESS

MLSA are educating the public and unlicensed landscapers of their legal responsibilities, and the dangers of operating unlicensed or engaging an unlicensed tradesperson

## AWARDS

The annual MLSA awards are a well publicised showcase of the best design and construction talent in South Australia.

*Choose a master landscaper*

# WHY

## BECOME A MEMBER



**Membership connects your business to the strength and integrity that MLSA has earned over the many years of supporting the landscape industry in South Australia. By joining MLSA you are promoting your business as an industry leader and advocate of quality and professionalism**

### **TRADE NIGHTS**

We hold regular trade nights and information sessions where you can learn about new products, get technical advice and updates on licensing, ask questions, and meet other industry professionals

### **MARKETING AND PROMOTION**

Members have exclusive use of the MLSA logo on promotional material, digital media and printed material, and MLSA stickers are provided.

Members are listed on the MLSA website for consumer contact. Members can submit material for media releases, social media promotion and regular e-mail communication.

### **MEMBER SUPPORT**

Get help and advice from experienced professionals on issues such as:

- further education and training,
- licensing
- technical advice
- the Development Act
- Building Code of Australia
- Australian Standards
- WH&S updates
- State and Federal Legislation
- new products and on-site practices
- landscape award updates
- biosecurity SA updates for the Plant Health Act
- Regulations and Compliance

We assist members in their building license application  
Member only benefits and discounts

### **AWARDS**

Enter the coveted annual MLSA awards for an opportunity to promote yourself as an award winning business, and attend the SA Landscape Industry's night of nights

### **INSURANCE**

MLSA can assist in selecting the right insurance for you, offer member discounts on insurance and get you prepared for builder's indemnity insurance obligations

# Code of ethics

**The Master Landscapers of SA (MLSA) operates under a code of ethics and requires its members to:**

1. Conduct their business in a fair and honest manner in such a way as to preserve the good name of the landscape industry and provide the public with the best possible workmanship and service at all times.
2. Members should provide mutual support and encouragement to all other members of the Association
3. Business is to be carried out in the spirit of free competition.
4. Members will Comply with all statutory requirements:
  - a. of the Trade Practices Act
  - b. for builders licensing under the auspices of the SA Dept of Consumer & Business Services
  - c. and adhere to the relevant Industrial Award (MA000101 Gardening and Landscaping Services Award 2010) or equivalent.
5. Members will comply with all statutory occupational health and safety requirements under Safework SA
6. Members will hold appropriate statutory insurance cover.
7. Conduct between Members and Clients:
  - a. Prepare all tenders and quotes in a professional and honest manner and notify the client before commencement of the following in writing:
    - i. Period for which the offer is valid
    - ii. The terms in which a deposit will be refunded
    - iii. The cost of all preliminary work
    - iv. A clear program for progress payments (if applicable)
    - v. A practical time frame for commencement
    - i. A realistic estimate of the construction period
  - b. Sign and date all documents forming part of the agreement.
  - c. Provide a detailed written specification of particulars of work to be carried out.
  - d. Give accurate information to the client; or direct the client to sources of such information (if not within the member's area of expertise).
  - e. Provide unambiguous, truthful and accurate promotional and marketing material.
  - f. Comply with all statutory requirements (e.g. Council approval).
  - g. Provisional allowances (if applicable) are to be listed with the contract and the landscaper will provide a fair and reasonable estimate of the costs.
  - h. Proceed with work only once all statutory requirements have been completed.
  - i. Advise the owner of the necessity of providing access to the site.
  - j. Notify the owner in writing of any variations before carrying them out.
  - k. Notify the owner of delays in the work schedule.

# Membership categories

**Membership Fee Structure: July 1st 2016 to June 30th 2017** (As approved by the MLSA Board on 27/5/2015)

Category 1: \$650 Full Membership - Commercial Landscaper

Category 2: \$450 Full Membership - Residential Landscaper

Category 3: \$400 Full Membership - Industry Supplier

Category 4: \$300 Full Membership - Landscape Designer

Category 5: \$450 Full Membership - Landscape Designer with supervisors license

Category 6: Life Membership - Complimentary

(MLSA is a not-for-profit organisation and is registered for GST, subsequently these figures include GST)

## **Category 1 FULL MEMBERSHIP Commercial Landscaper** **\$650**

(A Commercial Landscaper is deemed to source >33% of their jobs from this sector)

All Full Members must;

1. Be involved in contracting design and/or installation of commercial landscape and/or project management of commercial landscape projects.

AND

2. Must have the appropriate insurances and licenses to carry on construction works as contracted by them;

## **Category 2 FULL MEMBERSHIP Residential Landscaper** **\$450**

(A Residential Landscaper is deemed to source >33% of their jobs from this sector)

All Full Members must;

1. Be involved in contracting design and/or installation of landscape and/or project management of residential landscape projects.

AND

2. Must have the appropriate insurances and licenses to carry on construction works as contracted by them.

## **Category 3 FULL MEMBERSHIP Industry Supplier** **\$400**

All Full Members must;

1. Be involved in supplying goods and services to the Landscape, Design and Garden Maintenance Industry

OR

2. Horticulturists involved in the education of Landscape, Design, Garden Maintenance as well as consultation of Landscape and Irrigation.

## **Category 4 FULL MEMBERSHIP Landscape Designer** **\$300**

All Full Members must;

1. Be involved in residential landscape design and/or plant maintenance services

\* And must be covered by appropriate insurances.

2. Not be involved in contracting the installation of landscapes

## **Category 5 FULL MEMBERSHIP - Landscape Designer with supervisors license** **\$450**

All Full Members must;

1. Be involved in landscape garden design and/or plant maintenance services

\* And must be covered by appropriate insurances.

## **Category 6 LIFE MEMBERSHIP**

Membership category for all Life Members of MLSA.

\*They can be actively involved in contracting the installation of landscape, and

\* Must be covered by the appropriate insurances and builders license.

\* Need pay no yearly membership fees

## APPLICATION FOR MEMBERSHIP

Membership fees are based on a per annum basis, however they can be paid on a pro rata basis relevant to the date of a new member joining during the course of the financial year.

The following information is kept strictly confidential

I/we \_\_\_\_\_  
(Name of Applicant(s))

\_\_\_\_\_  
(Company Name)

at \_\_\_\_\_  
(Registered Business Address) (Suburb)

\_\_\_\_\_  
(Postcode) (Date) (email)

Business Ph.: \_\_\_\_\_ Fax # \_\_\_\_\_

A/H Phone #: \_\_\_\_\_ Mobile #: \_\_\_\_\_

Website: www. \_\_\_\_\_

I hereby make an application for membership to The Landscape Association of South Australia Inc. trading as Master Landscapers of SA and if accepted that MLSA enter my business name on the register of members accordingly.

I agree to be bound by the constitution, rules and by-laws made thereafter and abide by the code of ethics and in support supply the following details:-

**Signed:**

(On behalf of the above named business)

# MASTER LANDSCAPERS OF SA

ABN 30 758 413107



## 1. Details of Directors/Partners/Principals *(if more space required please provide details on another sheet)*

Name:

Phone:

.....

Name:

Phone

\_\_\_\_\_

## 2. Details of Accounts payable contact – alternate mailing details

Contact Name:

BSB \_\_\_\_\_ Bank # \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Alternate mailing address:

\_\_\_\_\_

## 3. (a) Business Name & registration # .....

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(b) ABN ..... (c) Builders License # .....

(Please enclose a copy of your current Contractors Licence, showing Scope of registration)

(d) Other relevant Licenses held;

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(e) Evidence of insurance to cover works undertaken

(Please enclose a copy of your current insurance)

(f) RTO or Institution attended for qualifications;

# MASTER LANDSCAPERS OF SA

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**4. Is your business a**

- Sole Trader    Partnership    Incorporated (Pty. Ltd.)    Family Trust    Other

**5. Trading Record:**

(a) Number of years working in the Landscaping industry ..... In business .....

**6. Services provided by you and licensed to perform (for MLSA website) eg bobcat, paving etc**

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.....  
.....

**7. MLSA - "Privacy Statement"**

Are you in Agreement to the MLSA supplying the general public with your business contact details along with an indication of the services provided by your business?

- Yes                      or                       No

(The MLSA does not supply member lists to corporate companies for sale activities)

**8. Number of Staff (FTE).....**

**9. Nominated Membership Category**

- Full Member     Commercial (>30% of total)     Residential (>30% of total)  
 Landscape Design     Landscape Architect     Garden Maintenance  
 Lawn Mowing     Life Member     Industry Supplier

**10. References:** (Please supply three references from your working career in the Industry)

1. A Client
  
2. An Industry Supplier
  
3. A general referee from the Industry

**A TAX INVOICE WILL BE ISSUED ON APPROVAL OF YOUR APPLICATION BY THE MLSA BOARD**  
(PLEASE RETURN PAGES 4-6 OF THIS APPLICATION TO THE ADDRESS BELOW)