

Appendix 14 Renewal/Upgrade Letter Candidate Members

Membership Upgrade Requirements

As you are no doubt aware your membership as a candidate member requires that you upgrade to Professional Status after a period of 3 years.

Our records show that you have now been a candidate member in excess of 3 years and we look forward to welcoming you as a professional member shortly.

To upgrade to a Professional Member you need to comply with the following criteria:

- Earn a major portion of your income from at least 25 fee-paid engagements per annum.
- or
- Earned a minimum of R250 000.00 or equivalent currency speaking income during the 12 months preceding the application or upgrade.

Please therefore confirm that you now qualify for upgrading to professional status and provide the necessary documentary evidence thereof as outlined in the attached schedule or letter from your bookkeeper/accountant or Company whichever is applicable. (Appendix 3 and 4)

[Appendix 3](#)

[Appendix 4](#)

In the event that you do not qualify for such an upgrade right now please advise what you still need to accomplish to do so and we will see if there is anything we can do to assist you in getting there. We are prepared to give you a grace period till the end of xxx if you feel you will be able to make it by then.

However if you are unable to upgrade and are unlikely to do so before the end of this grace period, we regret to advise that you will need to take a "rest period" for a year before you can re-apply for Candidate Membership and you will lose all your membership benefits during that rest period.

Alternatively you could reregister as an Associate to the PSASA.

Please confirm what your position is by return mail so that we can attend to the upgrade as soon as possible.

Kind regards

PSASA Administrator