

# COMMITTED TO HELPING YOU BUILD A BETTER BUSINESS



**PIZZA PASTA & ITALIAN FOOD ASSOCIATION**

Association House, 18c Moor Street, Chepstow, Monmouthshire NP16 5DB  
Tel: 01291 636334 Fax: 01291 630402 [www.papa.org.uk](http://www.papa.org.uk)

There has always been something rather special about the Italian family approach to life and this is something that we at PAPA try to adopt with membership.

Although our membership is diverse and international, the Association aims to be there to help its members when they need it, whether that is to provide specialist advice to help you to solve a particular problem or simply to trace a piece of vital equipment you need. So you always know you have someone to turn to when you need help and advice.

But our support goes much further than simply being there. At PAPA we are concerned to positively build the pizza pasta and Italian food market so that our members – whether they are manufacturers, suppliers or restaurateurs – gain from a strong trading environment.

That's why you need to be part of The Pizza, Pasta & Italian Food Association – the only trade body which represents the whole of your industry.

## We are there for you when you need help or advice.

Running a business can be a lonely affair, but as a member of The Pizza Pasta & Italian Food Association you know that there is always someone to talk to when you need help. Whether it is help with dealing with an environmental health issue, a legal problem concerning an employee or simply some advice on where to source a particular ingredient – we are only a phone call away. In addition to general information about the market and industry, the Association has its own in-house technical department which can provide advice across a broad range of food handling and safety issues.

In addition to our own Advice Line, all our full members also have access to a free legal help-line staffed by legal experts who can help you deal with legal issues, whether they are personal or to do with your business. So, whether you have an employee or a contractual problem or a particularly difficult complaint to deal with, you always have someone to turn to for helpful advice.

## Endorsing & Promoting Your Business

As a member of PAPA you will receive a window sticker and membership certificate.

However, those retailer and catering members who are a 'cut above' average can apply for an up-grade to Gold Membership. These memberships are those that are commended by the Association and recommended by it in publicity and promotion.

Those sites successful in achieving this status, not only receive recognition by gaining automatic entry into the annual industry awards but are also highlighted on the Papa website ([www.papa.org.uk](http://www.papa.org.uk)) as being recommended.

To achieve this higher level of membership involves being audited by the Association.

### Helping You to Promote Your Business

Whether you are a restaurateur, manufacturer or supplier, one of the aims of PAPA is to help all its members grow their businesses profitably by co-ordinating a range of support activities that will help them.

From providing promotional opportunities by organising National Pizza Week to co-ordinating the development of a road safety programme to help delivery businesses, PAPA is constantly striving to help the industry and its members.

All manufacturing and supplier members are fully listed and promoted in *Pizza Pasta & Italian Food* magazine, while member restaurants and delivery units are the focus of local publicity generated by the Association and receive the back-up of promotions from time-to-time as well as the support of the PAPA telephone hotline..

### Recognising Excellence

If your business is particularly successful, or has launched an innovative new product, it may also be recognised in the annual Pizza Pasta & Italian Food Industry Awards which are organised by the Association. All commended members are automatically considered for Awards and if you run a retail, restaurant or delivery unit which is among those scoring highly in our commendation scheme you may also be presented with a special gold plaque in recognition of this. This can provide a very positive endorsement for your business with customers as well as give recognition to your staff.

### Keeping You Informed

Knowledge is a vital ingredient in staying ahead in business. Whether it is knowing about changes in legislation so that you can stay within the law or keeping abreast of new ideas and trends, no business can succeed in isolation. As a member of PAPA you will receive regular copies of *Pizza Pasta & Italian Food* magazine as well as notices from time-to-time about things which are likely to affect your business, from legislation to market intelligence.

### Helping You Buy Better

As a member of PAPA you can take advantage of discounts negotiated by the Association. These include up to 30% off some makes of vehicle as well as special deals on insurance, tyres and even credit card transaction charges (as low as 1.87%). These benefits alone could save you thousands of pounds a year!

### And a Host of other Benefits

PAPA never stops seeking out ways it can add value to membership. From insurance to the development of special promotion opportunities for members, we aim to offer you the very best in membership support services, all of which are optional for you to buy into if you choose.

### Join Now

Simply complete and return the application form opposite in an envelope to: Association House, 18c, Moor Street, Chepstow, Monmouthshire NP16 5DB.

Alternatively, phone for immediate membership by credit card:

**01291 636342**

### **ABOUT THE ASSOCIATION**

The Pizza, Pasta & Italian Food Association (PAPA) was originally formed in 1977 as the Pizza Association, but changed its name to include pasta and Italian foods in the late 1980s. Today the association is the only formal trade body in the UK representing the broad pizza, pasta and Italian food and drink industry

#### **Management and Structure of the Association**

The Association is a non-commercial and non-financial body run for the benefit of members by a commercially responsible Secretariat. Under this structure, the Association itself has no financial liabilities or responsibilities. Thus members cannot be held liable for the finances of the commercial aspects of the association.

All the commercial activities of the Association are run by J & M Group Ltd, a wholly commercial organization which takes total responsibility for the management and financial administration of the Association and its affairs.

# MEMBERSHIP RATES & CATEGORIES

## SUPPLIER/MANUFACTURER MEMBERSHIP

If you are a supplier of ingredients or equipment to the industry or you manufacture prepared pizza or pasta products, this category of membership applies to you.

Membership Requirements: Two current trade references plus evidence of your business' compliance with good practice and standards. This can be demonstrated by supplying us with copies of appropriate third-party audits (eg. EFSIS). Suppliers of equipment must provide confirmation that the equipment they sell conforms to all current UK and EC legislation.

Membership cost: £650 + VAT per year including up to two free listings in the product index of *Pizza, Pasta & Italian Food* magazine. Additional listings cost £16 + VAT per product heading.

## RETAILER /RESTAURANT/TAKEAWAY/DELIVERY MEMBERSHIP

If you run a retail business, a pizza, pasta or Italian food restaurant, takeaway or delivery business, this category of membership applies.

Membership cost: Basic membership of the Association costs just £35 + VAT per annum for the first outlet plus £35 per annum for each additional site you operate up to a maximum of £650 + VAT per annum.

## AFFILIATED MEMBERSHIP

This form of membership is for non-commercial organisations such as marketing boards and specialist information services.

Membership Requirements: None.

Membership cost: £650 + VAT per annum.

## MEMBERSHIP BENEFITS

As a member of the Association you gain increasing benefits according to the type and level of membership you achieve.

### Retail, Restaurant, Delivery Membership

- *Membership certificate*
- *Window sticker*
- *Regular Information about industry events*
- *Free access to legal helpline service*
- *Access Committee Minutes on the web*
- *Telephone access to the PAPA technical support service*
- *Listing (address plus 50 words of description) on PAPA Website [www.papa.org.uk](http://www.papa.org.uk), including link to your own site*
- *PIN access to the PAPA On-Line information services;*
- *Access to the PAPA Buyers Club which offers discounts on credit card transactions, vehicles, tyres, batteries and exhausts etc., and insurance.*
- *A year's subscription to *Pizza, Pasta & Italian Food Magazine* and free copy of the *Annual Directory*\**

(\* chains get one free copy per site up to 10)

### Supplier /Manufacturing Membership

- *Membership certificate*
- *Free access to legal help-line service*
- *Regular Bulletins about industry events*
- *Access to Committee Minutes via the web*
- *Listing in *Pizza Pasta & Italian Food**
- *Listing as PAPA member in *Pizza Pasta & Italian Food Directory**
- *Free listing (background, product listing plus picture) on PAPA Website*
- *Free PIN access to the PAPA Industry On-Line information services*
- *A year's free subscription to *Pizza Pasta & Italian Food Magazine**

## PAPA Activities

The Association is involved in a wide number of activities, which it undertakes in support of members. These include:

### Technical

*Liaison with Government*  
*Providing technical advice and support to members*  
*Member Campden & Chorleywood Food RA*

### Information Services

*Publication of the Pizza, Pasta & Italian Food Magazine*  
*Organisation of members meetings*

### Events

*Organisation of Annual Awards and Dinner*  
*Organisation of Annual Industry Conference*  
*Organisation of occasional meetings and events*

### Trade Promotion

*Exhibiting at various food shows in the UK*  
*Presentation of Annual Awards*

### Consumer Promotion

*Organisation of National Pizza Week*  
*On-going media relations promoting industry*  
*Organisation of consumer promotions*

### Member Support Services

*\* Free Legal Help-line    \* Free Advice Lines*

# MANUFACTURING, SUPPLIER & AFFILIATED MEMBERSHIP APPLICATION FORM

## 1. Type of Membership Sought:

Please tick which category of membership you are applying for:

- Supplier
- Manufacturer
- Affiliated Membership

## 2. Contact details:

Please provide a main contact point to which all general information concerning the Association and membership should be addressed:

Name:

.....

Job Title:

.....

Company Name:

.....

Address:

.....

.....

Post Code:.....

Tel. No:.....

Fax No:.....

Email address:

.....

## 3. About Your Business:

How long has your business been trading?

..... Years / months

Does the business trade as *(please tick as appropriate)*:

- Sole Trader
- Partnership
- Limited Liability Company
- PLC

If the business is a subsidiary of another business, please state name of parent business:

.....

## 4. About Your Business' Involvement in the Industry

Please tick the box(s) which best describes your business:

- Manufacturer of packaged pizza products
- Manufacturer of packaged pasta products
- Importer of packaged pizza/pasta products
- Supplier of ingredients
- Supplier of equipment
- Wine merchant/supplier
- Wholesaler
- Supplier of ancillary products sold alongside pizza, pasta & Italian foods (eg ice cream)
- Government Agency/organisation
- Marketing/PR Agency

Other, please state:

.....

## 5. Other Contact Details

In order that we may send appropriate information to the right people, please give the names of the following contacts:

Managing director:

.....

Technical director/manager:

.....

Marketing director/manager

.....

Financial director/manager

.....

Sales contact \*(where appropriate)

.....

*(\* This will be the contact name listed in Pizza, Pasta & Italian Food magazine, in the PAPA Annual Directory and on our web site etc.)*

**6. References:** Please supply two references from companies you deal with in the industry. Ideally, these should be existing PAPA members.

Reference 1:

Name:

.....

Company Name:

.....

Address:

.....

.....

Post Code:

.....

Tel. No.....

Fax No.....

Reference 2:

Name:

.....

Company Name:

.....

Address:

.....

.....

Post Code:

.....

Tel. No.....

Fax No.....

## 7. PRODUCT INFORMATION

Product Information: Please tick 2 of the products / services you supply to the pizza, pasta and Italian food market. (Any further listings will be £15 each.)

- Anchovies
- Bacon (pre-cooked)
- Bagging machines
- Beers
- Beverages
- Beverage systems
- Bread, buns and rolls
- Bread (part baked)
- Cakes and gateaux
- Capers
- Cash registers
- Chargrilled vegetables
- Cheese
- Cheese (Italian)
- Cheese (Parmesan)
- Clay ovens
- Coffee
- Coffee equipment
- Computers
- Computer Delivery systems
- Computer software
- Concentrates
- Consultancy/Advice
- Delivery bags/pouches
- Desserts
- Dish/glass washers
- Display equipment
- Disposables

- Dough balls
- Dough mixers
- Dough preparation equipment
- Dough rollers
- Drinks (soft)
- Drinks (alcoholic)
- Durum semolina
- Egg (liquid)
- Equipment servicing
- Flour
- Flour (pizza)
- Factory design
- Flow-wrapping equipment
- Franchises
- Fruit (canned)
- Garlic butter
- Garlic bread
- Garlic puree
- Garlic spreads/mixes
- Ham
- Ham (Parma)
- Herbs and spices
- Holding ovens
- Hot boxes
- Ice cream
- Ice cream (American)
- Improvers
- Italian beers
- Italian desserts
- Mayonnaise/Dressings
- Meats
- Meats (canned)
- Meats (Italian)
- Meats (minced)
- Mixers
- Mixers (bread)
- Mixers (cakes)
- Neon signs
- Oils
- Olive oil
- Olives
- Packaging
- Packaging (pizza boxes)
- Packaging machinery
- Pasta cookers
- Pasta (chilled)
- Pasta (dry)
- Pasta (fresh)
- Pasta (frozen)
- Pasta lines
- Pasta products (prepared)
- Pasta sauces
- Pepperoni
- Pesto
- Pineapple products
- Pizza accessories
- Pizza crusts/bases
- Pizza display racks
- Pizza formers

- Pizza making equipment
  - Pizza manufacturing systems
  - Pizza ovens
  - Pizza pans
  - Pizza pouches
  - Pizzas (prepared – chilled)
  - Pizzas (prepared – frozen)
  - Pizza sauces
  - Pizza toppings (fish)
  - Pizza toppings (meat)
  - Pizza toppings (vegetable)
  - Preparation counters
  - Provers / retarders
  - Ready meals
  - Refrigeration equipment
  - Refrigerated vehicles
  - Roasted vegetables
  - Salad counters
  - Salamis
  - Sausages (Italian)
  - Servery equipment
  - Signs
  - Sundried tomatoes
  - Sweetcorn
  - Tomatoes (canned)
  - Training
  - Tuna
  - Weighing equipment
  - Wholesalers
  - Wild mushrooms
- Other (please state):
- .....
- .....

you are in a position to supply full back-up support, including service engineers and parts.

*I confirm that my business fully complies with the above:*

YES  NO

**9. PAYMENT**

This application should be accompanied by the appropriate membership fees, depending on the category of membership you are applying for. Cheques should be made payable to **PAPA** and should be sent to the Association at **The Pizza, Pasta & Italian Food Association, Association House, 18c, Moor Street, Chepstow, Monmouthshire, NP16 5DB**

**10. YOUR SIGNATURE**

I confirm that, to the best of my knowledge, the information provided in this form and in the accompanying information is accurate and reliable.

Signed:

.....

Date:.....

Name:.....

*This form must be signed by an authorised signatory for the business.*

**8. SUPPLIER ACCREDITATION INFORMATION**

Please enclose the appropriate information to support your accreditation.

**If your business is involved in the manufacture or supply of food products/ingredients** please supply an appropriate independent third-party audit (eg. BRC, EFSIS etc.) confirming that the operation complies with good practice and standards. If you do not have such an audit available, PAPA can arrange this at a cost of £585 + VAT plus expenses. Once accredited, this audit can be used to demonstrate your standards to others.

If you would like to have your business audited, please tick this box:

*You will receive a quote for the full costs before an audit is undertaken.*

**If your business supplies equipment or other services** please confirm that all the products you sell conform to current UK and EC standards (eg. CE certification) and that