

## Policy on the Use of the NZIQS Logo

Membership of the NZIQS, and subsequently the use of the NZIQS postnominals, name and logo are important tools for members to clearly identify themselves as qualified, experienced and accountable professional quantity surveyors.

The following rules therefore apply to the use of NZIQS postnominals, logo and name.

### NZIQS Membership Status and Postnominals

1. Members must clearly identify their grade of NZIQS membership when dealing with clients and colleagues to avoid any misconception about the member's qualifications and experience.
2. Member's business stationery, advertising, website, promotional materials etc. may refer to membership of the NZIQS e.g., "Proud to be a NZIQS member" but must also state the grade of membership.
3. The following *postnominals* may be used by appropriate grade members:
  - a. Affiliate – *NZIQS (Affil)*
  - b. Graduate – *NZIQS (Grad)*
  - c. Associate – *ANZIQS*
  - d. Member – *MNZIQS*
  - e. Fellow – *FNZIQS*
  - f. Life Member – *Life Member (NZIQS)*
  - g. Retired – use initials of their membership status at retirement followed by *(Retired)*
4. In addition, members who have been approved as a Registered Quantity Surveyor may use these postnominals in addition to their membership designation:
  - a. *Registered Quantity Surveyor NZIQS* or abbreviated to *Reg. QS*
  - b. Registered QS may also use the Registered Quantity Surveyor logo –refer to rules issued with Registered QS approval.
5. There are no postnominals for Student grades of membership.

### Use of the NZIQS logo and name by members

6. Members of the NZIQS are encouraged to use the NZIQS logo and name to promote the Institute and their membership of it.
7. The underlying principle of the use of the NZIQS logo and name is that it: ***"must only be used in a manner that does not mislead any person as to the status of the NZIQS member, or the firm employing a NZIQS member"***
8. Members must comply with the following Board policies for use of the NZIQS logo and name, which are subject to copyright:

- a. The NZIQS logo must be the current logo provided electronically by the NZIQS national office upon request of the member (complete “Application to use NZIQS logo form”).
- b. The logo must not be used to imply NZIQS endorsement of any specific service or product.
- c. The logo may only be used on all communications and signage by:
  - i. a member who has the NZIQS membership status of MNZIQS/Associate or above, or
  - ii. a self-employed/sole trader member who has the NZIQS membership status of MNZIQS/Associate or above, or
  - iii. a company or firm that has at least one director or partner who has the NZIQS membership status of MNZIQS/Associate or above, or
  - iv. a company or firm who employs QS staff, the majority of whom 50% + have the NZIQS membership status of MNZIQS/Associate or above.
- d. Student, Affiliate or Graduate members may not use the NZIQS logo or name in any promotional manner, except as part of their CV/Resume in which they clearly must note that they are Student, Affiliate or Graduate members.
- e. Companies or firms that employ NZIQS Student, Affiliate or Graduate members cannot use the NZIQS logo or name if the only members they employ are at these grades, or they do not meet the criteria in 8 (c) above
- f. The NZIQS logo must not be altered in any form and must comply with the ‘Logo brand guidelines’ sent once your application to use the logo is approved.
- g. NZIQS reserves the right to request that a member/firm removes the NZIQS logo/name from their promotional activities or stationery at our own discretion at any time.

Any complaint regarding the use of the NZIQS logo, name or postnominals should be directed to:

Executive Director  
0800 4 NZIQS  
[marilyn.moffatt@nziqs.co.nz](mailto:marilyn.moffatt@nziqs.co.nz)  
P O Box 10469, Wellington 6140

## Application to use the NZIQS Logo or Name in promotional material or activities.

### Instructions for completing and submitting this application

- Please carefully read the attached NZIQS policy on the use of NZIQS postnominals, logo and name.
- Complete and sign the details section below.
- Send form to [office@nziqs.co.nz](mailto:office@nziqs.co.nz)
- Once approved, NZIQS will forward electronically copies of the logo, along with Guidelines for its use.

Name of NZIQS member making application: .....

Membership grade: .....

Name of member's firm/employer: .....

### Fill in the following if Section 8C (iii) or 8C (iv) of the logo policy applies to you

Director/Partner with MNZIQS/Associate or above: .....

Names and grades of NZIQS members employed in firm: *(If there is not enough room please attach a separate list with this form).* .....

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Number QS employed by firm: .....

I confirm that I/my firm requests approval to use the NZIQS logo and name in our promotional/marketing activities and on our business stationery.

I/we confirm that we have read and agree to abide by the 'NZIQS Policy on use on the NZIQS logo'. I/we understand that the NZIQS reserves the right for me/my firm to remove the NZIQS logo from our promotional/marketing activities and on our business stationery at their own discretion at any time.

**Signature:** .....

**Date:** .....

#### NZIQS Office Use Only:

Date application received .....

Date application approved or declined .....

Date applicant advised .....

Member Code .....

#### Meets Criteria: