

How to apply for an NZITF Individual Membership

- Visit <https://nzitf.org.nz/apply>
- Read the information about applying to the NZITF, especially the part about the vetting process.
- Click on the **Apply for an Individual Membership** button

If you are applying for yourself, you should apply for an Individual Membership by firstly reading the guide, then clicking the button to start the application.

Individual Membership Annual Fees: NZD\$75 incl GST



If you are applying for multiple people at your company, you should apply for a Corporate Membership by clicking the button below.

Corporate Membership Annual Fees (includes 2 people): NZD\$750 ex GST



Additional Corporate Individual Membership Annual Fees: NZD\$60 ex GST



PLEASE NOTE: ALL INDIVIDUAL MEMBERS UNDER CORPORATE MEMBERSHIP ARE STILL REQUIRED TO PASS THE VETTING PROCESS

- You will be directed to the Hello Club application form.



- Click on the **Continue** button

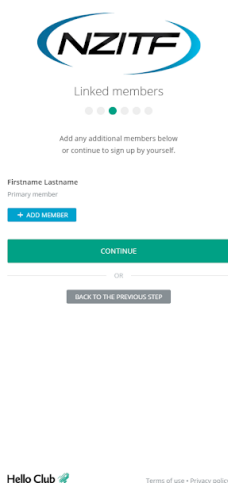
- Click on the **Sign up with Email** button



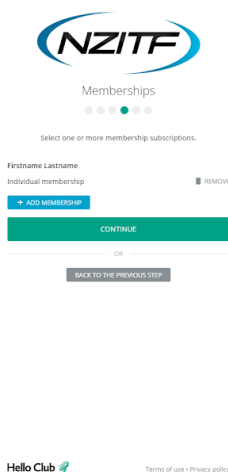
- You will see the personal details screen. Enter your personal details:
 - Enter your first and last names
 - Enter your Mobile phone number
 - Enter your Work phone number in the Home phone field (optional)
 - Enter the email address you wish to be used to receive NZITF email correspondence.
 - Ensure the *List my details in the member directory* checkbox is **ticked**. This will help the NZITF Membership Administrator to find you within the Hello Club interface.
- Click on the **Continue** button.



- You will see the Linked members screen. Click on the **Continue** button as you are applying for an individual membership just for you.

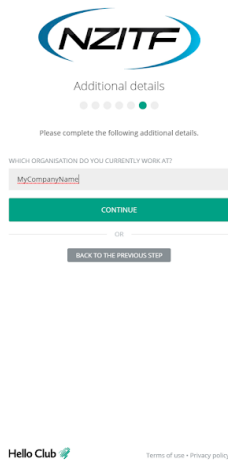


- You will see the Memberships screen. Click on the **Continue** button as you are applying for an **Individual** membership just for you.

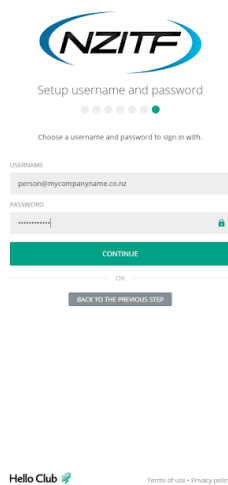


- You will see the Additional details screen. Fill in the following:
 - Type in the name of the organisation you currently work for. We use this information to help other NZITF Members notify each other about potential breaches and other security issues. We strongly recommend you fill in this field.

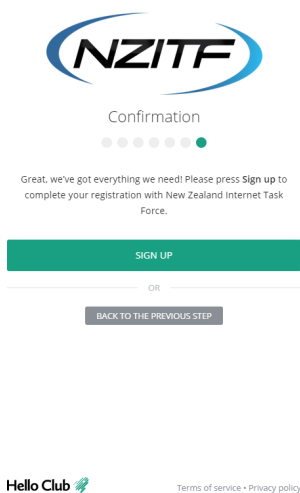
- Click on the **Continue** button.



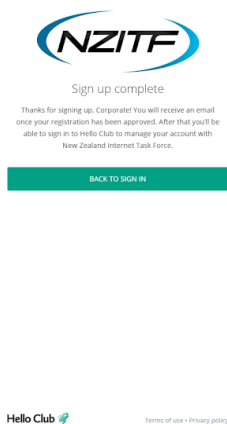
- You will see the Setup username and password screen. Fill in the following:
 - Username: Enter the email address you wish to be used to receive NZITF email correspondence.
 - Password: This email and password combination will not be used at any point in the future but is simply a requirement of the Hello Club platform. So just enter any text into the password field.
- Click on the **Continue** button.



- You will see a Confirmation window. Please click the Sign Up button to submit your application.



- You will see the Sign up is complete screen. Your sign up is complete!



What happens next?

You will shortly receive an email requesting some supplementary information for each individual included in the application you just made. Each applicant will need to fill out a supplementary information form to the NZITF in order to justify your application. The supplementary information form will be attached to the email you receive.

The New Zealand Internet Task Force is a security trust group, and as such we need to ensure that integrity and trust is maintained as we grow in size. Applications take a long time to process for these reasons, and it **can be up to 2 months** for the entire application and onboarding process to complete. Please bear with us as we assess your application.

