

Ethical Toy Program

Buyer Membership Application

Ethical Toy Program (IETP) Buyer Membership is available to companies that manufacture or buy toys and entertainment products, or other related products, or supply materials used in their manufacture.

How to apply

To apply for Ethical Toy Program (IETP) Buyer Membership, please complete the following:

- 1) Complete and sign the IETP Buyer Membership Application Form (page 2)
- 2) Submit a commitment letter (signed by a Senior Company Executive) supporting the IETP mission (an example commitment letter is included on page 3)
- 3) Your completed IETP Buyer Membership Application Form and signed Commitment Letter should be sent to carmel.giblin@ethicaltoyprogram.org

Logo usage

Ethical Toy Program would like to include your company logo on the membership page of the Ethical Toy Program website and in other promotional materials to signal your membership of the program. Such exposure is a public demonstration of your company's commitment to responsible sourcing and is a strong indicator of industry collaboration, helping to inspire others brands to join the program. Please let us know if you do not wish Ethical Toy Program to include your logo in any communications or marketing material.

Any Questions?

Contact Ethical Toy Program at info@ethicaltoyprogram.org or call one of our regional offices – Hong Kong +852 211 2462, London +44 20 3865 5822, New York +1 646 454 5583.

Buyer Membership Application Form

Company Information:

Company name (English): _____

Address (English): _____

Website: _____

Primary Contact:

Name & Title: _____

Email: _____

Phone Number: _____

Secondary Contact:

Name & Title: _____

Email: _____

Phone Number: _____

Connect Platform Details:

Main User Name & Title: _____

Main User Email: _____

Phone number: _____

Address for invoice and details of invoicing process if required: _____

Annual membership fee

Annual Ethical Toy Program membership fees are calculated by company size based on a company's annual revenue.

Please select your company's membership fee category:

- US \$800
 US \$1,450
 US \$2,300
 US \$6,900
 US \$9,200
 US \$18,000

Note: Payment terms: 30 days from date of invoice.

Annual Income (USD \$)	Annual Fee (USD \$)
< \$5M	\$800
\$6 M – \$15 M	\$1,450
\$16 M – \$30 M	\$2,300
\$31 M – \$150 M	\$6,900
\$151 M – \$1.5 B	\$9,200
> \$1.5 B	\$18,000

I confirm that the information given in this form is true, complete and accurate.

Print Name: _____

Sign: _____



Ethical Toy Program Commitment Letter

[Example commitment letter to accompany completed IETP buyer membership application form:]

[DATE]

Dear Ethical Toy Program,

On behalf of [insert company name] and in support of our application for Ethical Toy Program Membership, I am writing to state my company's commitment to the Ethical Toy Program – Buyer Membership Principles.

Our company is committed to paying annual membership fees (as per Ethical Toy Program Membership).

In addition, our company is committed to communicate our progress towards achieving these Principles to the Ethical Toy Program on an annual basis.

Yours Sincerely,

Name

Company

[Commitment letters should be signed by a Senior Company Executive and submitted on a company letterhead]

Ethical Toy Program Buyer Membership Principles

Principle	Elements
1. Endorse the Ethical Toy Program and our process	<ul style="list-style-type: none"> – Submit a commitment letter (signed by a Senior Company Executive) supporting the IETP mission – Publish a statement acknowledging the Company's IETP membership (accessible on the company's website and communicated to suppliers)
2. Communicate your company's commitment to responsible sourcing internally	<ul style="list-style-type: none"> – Appoint staff member(s) responsible for communicating and implementing the Company's responsible sourcing policy and standards – Train all relevant staff members on the Company's commitments to responsible sourcing
3. Reduce the burden of duplicate social audits and requirements	<ul style="list-style-type: none"> – Source from IETP Certified factories where possible – Use the IETP Connect Platform to view supplier information and verify factory status
4. Act with transparency by disclosing 1st tier suppliers to IETP	<ul style="list-style-type: none"> – Annually, submit a list of all 1st-tier toy and entertainment suppliers to the IETP, or publicly disclose this information via Company website
5. Support suppliers' development needs and strengthen capability	<ul style="list-style-type: none"> – Encourage factories to attend IETP trainings, utilize IETP resources that build capability
6. Work with IETP to protect and improve the rights and well-being of factory workers	<ul style="list-style-type: none"> – Work with IETP, other IETP members, and relevant stakeholders to support the ongoing development of IETP in protecting the rights and well-being of factory workers
7. Participate in IETP Working Groups to identify and address issues of importance	<ul style="list-style-type: none"> – Work together with the IETP, other IETP members, and relevant stakeholders to identify and address responsible sourcing challenges and responses to them
8. Pay membership fee to support these principles	<ul style="list-style-type: none"> – Pay yearly annual membership fee

IETP Members are required to communicate their progress towards achieving these Principles to the IETP on an annual basis.