

AHRI Membership Dues

FREQUENTLY ASKED QUESTIONS

1. What do membership dues cover?

Membership dues are invoiced annually and cover the cost of AHRI Membership for a full calendar year.

2. How are membership dues calculated?

Dues are based on the two-year total average of your company’s Membership sales volume as reported to AHRI. For example: 2023 Membership dues are based on the average of total Membership sales volume reported for 2021 and 2022.

Annual Sales Volume Reporting occurs in July. Members are required to submit sales volume (in US Dollars rounded to the nearest thousand) for the most recent time period of July 1 – June 30. For more information on Annual Sales Volume Reporting, please visit our Annual Sales Volume Reporting Instructions page. Sales Volume data is kept confidential and not shared with other Members nor organizations.

*Affiliate and Associate Members pay the minimum dues rate, regardless of sales volume reported.

3. How is sales volume applied to the membership dues calculation?

The two-year total average sales volume is applied to two sales volume tiers, as separated by a sales volume threshold.

The following threshold, multipliers, and minimum dues rate are subject to change on an annual basis.

2023		
Sales Volume Threshold	\$750 million	If a company’s two-year total average sales volume is below \$750 million, then the following equation is used:
SV Threshold & Under (per \$1,000)	0.168	$(2 \text{ yr avg sales volume}/1000) \times 0.168$
Over SV Threshold (per \$1,000)	0.130	If a company’s two-year total average sales volume is above \$750 million, then the following equation is used:
Minimum Dues Rate	\$4,500	$((750 \text{ mil}/1000) \times 0.168) + (2 \text{ yr avg sales volume} - 750 \text{ mil})/1000 \times 0.130$

4. When are membership dues invoices sent out?

Invoices for the upcoming year are typically sent out mid-December of the current year.

5. Who receives the invoices?

Contacts currently listed as O-Reps and Dues Billing Reps are included on the email mailing list. For data security purposes, please make sure that your company’s contact roster and roles are always kept up to date.

6. How are membership dues invoices delivered?

O-Reps and Dues Billing Reps will receive an email, which contains their unique link to view and download the company’s Membership dues invoice.

7. What are the acceptable payment methods?

AHRI accepts payment in the form of checks, ACH, and wire transfers. We are not accepting credit cards due to the fees. Please contact Accounting@ahrinet.org for any questions regarding payment/receipts/documentation (receipts can only be sent to approved company representatives due to confidentiality).