



Membership Charter

for the Association of the Compendium of Cultural Policies and Trends

Financial Rights and Responsibilities of members

Preamble

In accordance with Article 4.2 of the Association's Deed of Incorporation, the Membership Charter comprises the rights and responsibilities of members of the Association of the Compendium of Cultural Policies and Trends (CCPT) that were **not** included in the Association's Deed of Incorporation. The focus is thus limited to the financial rights and responsibilities of members. Rights and responsibilities not included in the Deed of Incorporation and related to meeting procedure and the general running of the Association are set out in the Association's Rules of Procedure for the Board and for the Assembly of Compendium Experts.

Article 1 – Fee amount

The annual membership fee for Stakeholder members and Standing members shall be fixed on an annual basis by the Board in the year preceding the calendar year in which it is due. If deemed appropriate, the Board may consult the Service Provider, the General Assembly and the Assembly of Compendium Experts on this amount.

Article 2 - Currency

The membership fee shall be payable in Euros only.

Article 3 - Contributions in kind

In exceptional cases, as determined by the Board, a Standing member's membership fee may be payable by contributions in kind, such as the preparation of a country and summary country profile, the hosting of an Assembly, the provision of IT services in development of the Compendium or other significant service for the Association and the Compendium Information System, as determined by the Board.

Article 4 – New members

1. New members which join in the course of the year may pay the annual fee in its entirety in support of the Association and the Compendium should they so wish.
2. Otherwise, any new Member which joins in the course of the year (after 31 January), shall pay a fee calculated on a pro rata basis for the month in which it joined. This fee shall be credited to the current Budget.

Article 5 – Request for Fees

The Association's members shall be informed of the amount of the membership fee in the Association's "Request for Fees", sent to members at the latest by 30 October of the year preceding the calendar year in which the fee is due.

Article 6 – Fee payment

1. The membership fee is payable in one instalment by bank transfer into the Association's bank account and is due at the latest by 30 March of the calendar year in which it is due.
2. If it is more administratively suitable for the member, the membership fee may be paid in the year preceding the calendar year in which it is due.
3. Details of the Association's bank account shall be appended to the annual "Request for Fees".

Article 7 – Late payment of fees or unpaid fees

1. If a fee remains unpaid in whole or in part at the close of the calendar year, the budgetary receipts account shall be credited with the amount of the fee called, the unpaid amount being debited to a debtors account.
2. Any Member not able to pay its membership fee by 30 March must inform the Board promptly.
3. The Board together with the member shall try to find a workable solution for the annual fee payment.
4. In the event membership is discontinued and the member has a seat on the Board, the General Assembly shall elect the new Board member in accordance with the Board's Rules of Procedure.

Article 8 – Withdrawal, suspension or discontinuance of membership

In case of the withdrawal or discontinuance of membership, the Board shall examine the financial consequences and shall make the appropriate arrangements.