



2019 Membership Policy

Membership applications must be approved by the Queensland Futures Institute's Chief Executive and the Queensland Futures Institute's Board of Directors.

The Queensland Futures Institute may require an applicant to provide further information before confirmation of Membership.

The Queensland Futures Institute may approve an applicant at a higher Membership category than applied.

Membership eligibility

Membership with the Queensland Futures Institute is open to organisations having a significant stake in Queensland's future.

The Board has absolute discretion to determine whether an applicant fits within a Membership Category and currently exercises its discretion as follows:

- **Membership** is by **invitation only** and open to any organisation with a significant stake in Queensland's future
- **Associate Membership** is open to smaller organisations
- **Individuals and Startups** is available to individuals and startup organisations

Exceptions to these rules exist where the Queensland Futures Institute requires an organisation to join at a higher level of Membership to ensure the appropriate level of engagement with the Queensland Futures Institute and the organisation's industry peers.

Members shall be entitled to receive all benefits of Membership relevant to their Membership Category as provided for in the Queensland Futures Institute's Membership Policy and as otherwise determined by the Board or Chief Executive.

Membership categories and fees

Membership fees for each Membership category will be reviewed by the Board annually. -

Standard Membership category fees (plus GST):

- Members \$25,000
- Associates \$3,500
- Individuals and Startups \$250

Regional Members receive a 20% discount. This applies to organisations headquartered outside South East Queensland (SEQ); SEQ is defined as east of Toowoomba Regional Council area and south of Gympie Regional Council area.

Payment of Membership fees - New members

An applicant for Membership will be admitted as a Member once approved by the Board or Chief Executive

(as delegated by the Board) and will be entered onto the register of members. The Board does not approve the final application until Membership fees are received.

Each prospective member is to pay the stated Membership fee for their Membership category for a 12-month Membership period, unless exempted by the Chief Executive.

Membership fees shall be paid in full by no later than 30 days from the date of the Membership fee invoice.

If Membership fees are not paid in full within 30 days or the agreed period from the date of Membership fee invoice, a new application for Membership must be submitted for review..

Payment of Membership fees – Existing members

Membership renewal fees will be invoiced 30 days prior to the Membership fee period end date.

Membership benefits will roll over into the following year. Should Membership be cancelled without the renewal fees being paid, a pro rata fee will be incurred for services up to the date notice is received.

Once payment is overdue, all rights and privileges of Membership (including Queensland Futures Institute member logo use) must cease as advised by the Queensland Futures Institute. Rights and privileges can be reinstated upon payment of all arrears as approved by the Board.

Member details

Member details will be recorded on an internal Queensland Futures Institute member register. This includes:

- the full names and addresses of members
- the date upon which the members became members
- the Membership category applicable to that member
- the date upon which any member ceased to be a member.

Cessation of Membership

Membership ceases if the member:

- resigns as a member by giving notice in writing (in which case they are not entitled to a refund or reimbursement of Membership fees, pro rata or otherwise)
- fails to pay Membership fees within 60 days from the date of the Membership fee invoice or as designated by the Chief Executive or Board
- the member is expelled (see 'Expulsion' below)
- In the case of a body corporate, an order is made to wind-up or dissolve the member or it is unable to pay its debts as and when they are payable
- the Board determines that the member ceases to satisfy the relevant qualification criteria specified for Membership

Upon cessation or termination of Membership, member details will be removed from the member register.

Expulsion

The Board cannot expel a member unless they:

- give the member at least 30 days' written notice of their intention
- have a two thirds majority in favour of the expulsion.

Members may be expelled if they:

- breach any provision of the Queensland Futures Institute's Policies
- engage in any conduct which, in the reasonable opinion of directors is unbecoming of a member or prejudicial or adverse to the interests of the Queensland Futures Institute.