

Annex V

IVETA Membership Policy

1.1 Definitions

1.1.1 Individual Member – an individual member is one person who pays dues at the individual membership rate, currently \$50 US. Individual members have voting privileges, early announcements of upcoming events and access to the member's only portion of the web site which consists of an electronic version of the IVETA Journal and access to the membership list.

1.1.2 Organizational/Institutional Members – This consists of up to three people within the organization who have the above privileges plus a printed copy of the IVETA Journal for each registered member (up to 3), and the ability to use the IVETA logo on their publications and web site. The cost of an organizational membership is \$300 US annually.

1.2 Student Membership – This consists of the same privileges as that of the individual member while they are taking courses toward a certificate or degree at an accredited educational entity. The cost of a student membership is currently \$25 US annually.

1.3 Complimentary Membership – Will be provided to former IVETA Presidents, Affiliates (those organizations with whom IVETA has an ongoing relationship). Examples include The World Bank, eFvet. These relationships are made on the behalf of the Executive Committee.

1.4 Membership Year – the membership year runs for 12 months from the beginning of the next full month after a membership payment is received. The twelfth month ends on the last day of that month. Members shall be granted two months grace before a membership is considered lapsed. Members who renew their annual memberships during the two months grace period will not have their expiration dates changed.

1.4.1 Lapsed members – a member shall be considered lapsed when the two-month grace period after the hard expiration date of their membership. Discretion may be given to members who have been members for a long period of time provided they notify the Executive Secretariat of their intention to remain as a member.

- 1.5 Membership payments – Dues payments are made explicitly by cash, check (from a US bank), credit card (VISA or MasterCard), PayPal Account, Western Union, Money Gram or through a Wire Transfer. Wire transfers will require an additional \$45 fee to offset the bank charges from IVETA's bank.
- 1.6 Privacy – IVETA does not sell its membership list, or collect e-mail addresses for any other reason than to communicate with members. Members have full access to the membership list via the member's only portion of the web site or through the Executive Secretariat for use for conferences sponsored by IVETA.

Procedures for Membership Renewal

- 1.1 Members will receive an e-mail notice of payment due with an invoice one – one month before the expiration of membership. In the event that the e-mail is no longer operational, the Executive Secretariat will notify the Vice President from the region.
- 1.2 If payment is not received within 30 days a second notice will be e-mailed.
- 1.3 Two months following the lapse, the member will receive a last invoice along with notice that their access to the member's only section of the web site is being removed and they are being taken off of the membership rolls.
- 1.4 At the request of the Vice President a list of lapsed members will be provided to the executive committee.