

→ EVVC Standing Rules

§ 1 Name, Registered Office and Legal Form

1. The Association bears the name:
„Europäischer Verband der Veranstaltungs-Centren e.V.“ - EVVC
„European Association of Event Centres“
2. The Association has its registered offices in Berlin.
It is entered in the Register of Associations in the Berlin-Charlottenburg Local Court.

§ 2 Purpose and Remit

1. The purpose and remit of the Association is in particular to
 - a) Represent the joint interests of its members,
 - b) Form a suitable forum for its members for purposes of collaboration, mutual assistance and exchange of international experience and ideas,
 - c) Advise its members, but also non-members when setting up and operating event centres,
 - d) Impart the knowledge required for their work and communicate the necessary information to the heads of the members' amenities and their employees through publications, work meetings and further education seminars,
 - e) Safeguard the interests of its members by collaborating with other relevant associations and institutions,
 - f) Illustrate the goals of the Association through sustained public relations work.
2. The Association works selflessly, it does not primarily pursue its own economic purposes.
3. Association funds may only be used for the purposes set forth in the Standing Rules. The members shall receive no benefits or allowances from Association funds.
4. No person may be given preference to through expenditures that are alien to the purpose of the Association, or through disproportionately high remuneration.
5. If the Association is wound-up or its purpose hitherto has ceased to exist, the assets must be used for tax-privileges purposes. The members' meeting shall decide on this. Decisions on the future use of the assets may only be carried out after obtaining the prior approval of the competent tax office.

§ 3 Obtaining Membership

1. The economically responsible body and the operators (such as, for example the owners or the persons entitled to use the event centres on a permanent basis) may become members of the Association.
2. Full membership includes the right to take advantage of all the association's services for places of public assembly. If several places of public assembly are operated by a member of a municipality the membership extends to all places of public assembly within this municipality. If several places of public assembly are operated by an entity in different municipalities paragraph 1 applies. Special regulations in the form of rebates and discounts are subject to individual decision of the Board.

3. Associate members can only be natural persons who wish to deal mainly with the event industry and / or wish to support the association in achieving its objectives and tasks, but do not own, represent, belong to or are employed by a member's house / facility or sponsoring member or organization. They may not vote or stand for election. Membership must be recommended by at least one full member.

Honorary members may be individuals who represented the Association and the events industry in a deserving or special form. Honorary membership will be discussed at the request of the members or the Board and decided on the board, and is associated in addition to the formal publication with non-contributory membership and attendance at the annual general meeting and the management conference.

The Board has the opportunity to grant ex-presidents the title of "Honorary President / Honorary President to give" after their retirement from office. The Honorary Presidency will be discussed at the request of the members or the Board and decided on the board, and is associated in addition to the formal publication with non-contributory membership and attendance at the annual general meeting and the management conference.

4. Besides the annual membership fee, a one-off admission fee in the amount of an annual subscription must be paid.
5. Legal entities may become partners of the association if they do not operate an event facility, but nevertheless affirm and support the goals of the association. The temporary membership is based on either reciprocity or a partner or support contribution. Further details are decided either by appropriate contractual arrangements or by the Board in accordance with relevant Executive Board decisions. For more details please see the Rules and regulations.
6. The management committee shall decide on applications for membership by a simple majority. If the management committee rejects an application, at the request of the person concerned, the members' meeting shall decide conclusively on this by a simple majority of the members present. The decisions must be pronounced in writing.

§ 4 End of the membership

1. The membership shall expire through:
 - a) Cancellation of the membership,
 - b) Expulsion.
2. Members may declare the cancellation of their membership in writing at any time; the cancellation of membership shall become effective at the end of the calendar year in which it was declared.
3. A member may be expelled if he/she acts in breach of the Standing Rules, or against the interests of the Association in an unreasonable way or is in arrears with the payment of the annual subscription by more than two years. This shall not affect an expulsion for an important reason.
4. The management committee shall decide on the expulsion by a simple majority. If the management committee votes for an exclusion, at the request of the member concerned, the members' meeting shall decide conclusively on this.

The decision shall be effective if consented to by two-thirds of the members present. The decision must be declared and substantiated in writing to the member.

§ 5 Organs of the Association

The organs of the Association are:

1. The members' meeting,
2. The management committee.

§ 6 The Members' Meeting

1. The members' meeting shall decide on all important affairs of the Association. It is in particular obliged to
 - a) Elect the management committee with the exception of the chairpersons of the working groups and their deputies,
 - b) Elect the cash auditors (on this see § 11),
 - c) Accept the business report of the management committee and the working groups on the expired business year,
 - d) Accept and adopt the decision on the cash report for the expired business year,
 - e) Approve the budget,
 - f) Accept the report of the cash auditors,
 - g) Formally approve the decisions of the management committee,
 - h) Decide on applications,
 - i) Decide on changes to the Standing Rules,
 - j) Decide on the winding-up of the Association,
 - k) Set the level of the members' subscriptions,
 - l) Organise the working groups,
 - m) determine the location of the next ordinary members' meeting.
2. At least one members' meeting must take place as an annual general meeting in each business year. The management committee may convene an extraordinary members' meetings if and when required. It must convene such a meeting if one quarter of the members demand this, stating the purpose. The period of notice of the meeting shall be at least five weeks.
3. Each member, the management committee and the working groups have the right to file motions for inclusion on the agenda of a members' meeting. The motions must be filed in writing at the business office of the Association no later than three weeks before the members' meeting.
4. Each duly convened general meeting constitutes a quorum, irrespective of the number of members present. Each member shall have one vote. Transfers of votes are not permitted.
5. Decisions pursuant to Items no. 1i and 1k shall only be effective with a two-thirds majority of the members present.

Minutes of the members' meeting must be drawn up, which must be signed by the chairperson of the meeting.

§ 7 The Management Committee

1. The management committee shall consist of the president, vice-president, four assessors, of whom one is responsible for the finances, one for public relations and marketing, one for CSR (Further Education / Sustainability) and one for the safeguarding of matters of international concern. Moreover, the management committee shall also include the chairpersons of the working groups.
2. The management committee shall manage the current business of the Association and fulfil the duties incumbent on it as provided in the Standing Rules. It shall regulate the allocation of duties by itself and shall adopt rules of procedure.
3. The members of the management committee within the meaning of Section 26 of the German Civil Code [Bürgerliches Gesetzbuch (BGB)] are the president and the vice-president, who are each entitled to represent the Association acting alone. The further members of the management committee each represent the Association jointly with another management committee member.
4. Members of the management committee shall be elected for a period of three years. They shall remain in office up to the time of the election of a new management committee. Re-election in the same office twice is admissible.
5. The liability of a member of the management committee shall be limited to intent and gross negligence. This shall apply if the management committee is liable to the Association for bad or defective performance, for the regulation of the internal relations relationship and if the management committee and the member of the management committee are jointly and severally liable with regard to third parties.
6. The management committee may appoint a press spokesperson. The decision to appoint the spokesperson shall be taken in the management committee by a simple majority and requires no confirmation in the members' meeting. The press spokesperson shall take part in an advisory capacity in all management committee meetings. The term of office of the press spokesperson shall end upon the respective time of office of the management committee or the re-appointment by the respective newly elected management committee. A re-appointment or re-election is possible.

§ 8 The Working Groups

1. In order to fulfil the purpose of the Association as stipulated in § 2, working groups shall be formed, whose organisation shall be decided on by the members' meeting at the proposal of the management committee.
2. The allocation shall result from the size of the largest room in numbers of rows of seats. In addition, working group on technology shall be formed.
3. The members may collaborate as guests in other working groups, shall have a seat and a vote in the working group corresponding to their facilities. Exceptions to this shall be regulated by the management committee.
4. The working groups shall elect from their numbers a president and a deputy for the term of three years. Re-election twice in the same office is admissible.
5. The president shall be responsible for the management of the current business of the working group. He/she may be represented by his/her deputy.

§ 9 Specialist Areas

1. In order to promote certain areas of interest, the members' meeting or the management committee may form specialist areas.
2. The specialist areas shall be represented by a spokesperson, who shall report to the management committee. The spokespersons shall be appointed either by the specialist areas by a vote or by the management committee. Representatives of partners and sponsors of EVVC may be permitted to collaborate in the specialist areas through a resolution of the management committee adopted by a simple majority. By a resolution, the management committee may stipulate that the responsibility of a spokesperson of a specialist area shall be assumed by it. A vote by the respective specialist area shall take precedence.
3. The spokespersons of the specialist areas shall meet in the framework of the preparations of the annual management symposium or other event to be prepared and if and when required at the meeting of the heads of the specialist areas. These shall be convened and chaired in the framework of the allocation of duties in the management committee by a management committee member.

§ 10 Management / Head Office

In order to conduct routine business, the board may employ a chief executive officer (CEO) and pay a salary or royalties. The chief executive officer is not part of the body of the association. The CEO manages the office, carries out the daily operations of the Association in accordance with the statutes, rules and regulations and other decisions of the Board at his own responsibility and represents the interests of the association towards the members and the outside world.

The CEO is bound to the directives of the Board.

The CEO reports to the Board and is the immediate superior of any other possible employees of the association. He / she has to attend all general meetings. Details will be governed by the Board according to its professional discretion via the employment contract and, if necessary, by the Rules and regulations.

§ 11 Rights of the Members

Members have the right to

1. Information and assistance from the Association at a minimal financial expense.
2. Receive all written material published by the Association, unless in the individual case the right to receive this must be reserved by the participants at special events (e.g. seminars),
3. Participate at all events of the Association, its working groups and specialist areas.
4. For certain events, a contribution toward costs may be charged.

§ 12 Cash Auditors

1. In order to audit the cash report, the members' meeting shall elect two cash auditors, who may not be members of the management committee, for the term of three years.
2. After an election period, one of the elected cash auditors shall resign from office, and namely the first elected in each case. The members' meeting shall elect a new cash auditor for him/her.

§ 13 Committees and Project Groups

The members' meeting and the management committee may form committees and project groups to deal with special questions, which from their numbers shall elect a chairperson and a deputy. These shall not be members of the management committee, unless they belong to the management committee on account of other elections.

§ 14 Members' Subscriptions

The level of the members' subscriptions shall be set by the members' meeting at the proposal of the management committee.
The members' subscription must be paid within the first calendar quarter of a business year.

§ 15 Business Year

The business year of the Association shall be the calendar year.

§ 16 Regulation of Disputes

An arbitral tribunal shall decide on disputes in the Association. It shall be formed from each of the parties from the group of assessors to be appointed by the members. The assessors shall jointly appoint a chairperson who is as technically competent as possible and must be qualified to exercise the functions of judge, however may not be a member of the Association.

§ 17 Compensation for Service in an Honorary Capacity in the Association

All holders of offices within the Association shall serve in an honorary capacity. Material expenditure and other expenses that arise in the course of the activities of the Association shall be reimbursed.

§ 18 Entry into Force

These Standing Rules shall enter into force with the approval of the members' meeting. They shall replace the Standing Rules of April 2007.