

Kongnect Membership Policy

Adopted on: 29 April 2026

1. Purpose

This policy outlines the terms and conditions for becoming and remaining a member of Kongnect. It is designed to ensure a fair, transparent, and welcoming process for all individuals who wish to join and participate in the Association.

2. Eligibility

Membership is open to any individual who:

- Is at least 18 years of age (or 16 with parental/guardian consent)
- Supports the mission, values, and objectives of the association
- Agrees to abide by this membership policy
- Completes the official membership application form

The Association does not discriminate on the basis of race, gender, religion, nationality, disability, or any other protected characteristic.

Any eligible individual or family who has paid the annual membership fee and meets the joining criteria will become a member of Kongnect.

The Board shall review, approve or disapprove applications for membership, subject to ratification by the General Assembly at its next meeting.

4. Membership Fees

Categories of membership:

- Individual member
- Family Plan member (parents and children; no limit of number of family members)
- Student member (16-25 years old)
- AVS member

Annual membership fees:

- CHF 120 for Individual member
- CHF 200 for Family Plan member
- CHF 80 for Student and AVS member

The Association's fiscal year runs from 1 January to 31 December.

Fees are due upon initial application and must be renewed before the start of each new fiscal year. Fees are non-refundable unless the application is rejected.

Members who join after 1 July (mid-year) may be offered a prorated fee for the remainder of the current fiscal year, at the Board's discretion.

The General Assembly shall decide on the principle of membership fees and determine their amount. The Board shall be responsible for the collection and administration of fees. Any proposal to adjust the fees shall be submitted by the Board to the General Assembly for approval. Members shall be notified in writing of any changes within one month following the General Assembly's resolution.

5. How to Join

- Complete and submit the membership application form (available online or in the events organised by Kongnect)
- Pay the membership fee
- Receive confirmation of membership from the association within 14 working days.

6. Rights and Benefits of Members

All members in good standing are entitled to:

- Enjoy members exclusive event fees, ticket discounts and special membership prizes
- Priority sign-up for Kongnect's events, programmes and activities
- Attend and vote at general meetings (one member, one vote)
- Receive newsletters, updates, and communications from Kongnect
- Access members-only resources and materials
- Stand for election to Kongnect's Board of Directors

7. Responsibilities of Members

Members are expected to:

- Act in accordance with the Association's purposes and values¹
- Treat fellow members and volunteers with respect and courtesy
- Pay membership fees on time
- Comply with all policies, rules, and decisions of the Association
- Notify the Association of any change in contact details

8. Grounds for Suspension or Termination

Membership may be suspended or terminated if a member:

- Fails to pay the annual membership fee within 30 days of the due date
- Engages in conduct that is harmful to the association or its members, including harassment, discrimination, dishonest or abusive behaviour
- Breaches this membership policy
- Acts in a way that disrespects the association or members of the association
- Is convicted of a criminal offence relevant to the association's activities.

Before any termination, the member shall be given written notice of the grounds for the proposed termination and a reasonable opportunity to respond. The Board shall review the matter and submit its reasoned recommendation to the General Assembly, which shall render the final decision on the termination of membership.

9. Resignation

A member may resign by submitting a written notice addressed to the Board at least six months before the end of the calendar year. The resignation shall take effect on the 31st of December of the year in which the notice period is fulfilled. Resignation does not entitle the member to a refund of fees already paid.

¹ Please refer to Kongnect.ch for the Association's mission and values

10. Amendments

This policy may be amended by the Board with approval from the general membership at an Annual General Meeting. Members will be notified of any changes at least 30 days in advance.

11. Data Protection and Privacy

By becoming a member, you acknowledge and agree to the following terms regarding the handling of your personal data, in accordance with the General Data Protection Regulation (GDPR), the Swiss Federal Act on Data Protection (FADP), and all applicable data protection legislation.

- A. **Privacy and data collection:** We collect and process only the personal data necessary to administer your membership, such as your name, contact details, date of birth, and payment information. All data is processed on a lawful basis, typically your consent or the performance of our membership agreement with you. You have the right to access, rectify, restrict, or request erasure of your personal data at any time by contacting us in writing.
- B. **Confidentiality and non-disclosure:** All personal information provided by members will be treated as strictly confidential. It will not be disclosed, sold, or shared with any third party under any circumstances, except where strictly required by law. Staff, volunteers, and committee members who handle personal data are bound by confidentiality obligations and are prohibited from disclosing member information to external parties.
- C. **Data retention:** Personal data will be retained only for as long as is necessary to fulfil the purposes for which it was collected, or as required by legal or regulatory obligations. Upon termination or lapse of membership, your data will be securely retained for a maximum period of one month to allow for any outstanding administrative matters, after which it will be permanently and securely deleted.
- D. **Photography and image sharing:** Sharing of any photographs, videos, or images taken during the Association's events or activities to unauthorized platforms is strictly prohibited, unless prior notification has been given and explicit written consent has been obtained from all identifiable individuals. Members who have not given consent must not be photographed or recorded. Special care will be taken regarding images of children or vulnerable individuals, for whom parental or guardian consent is always required. No photographs or videos will be published, distributed, or used for promotional purposes on any platform, including websites, social media channels, or printed materials, without the Association's prior consent.
- E. **Member's rights:** Under the GDPR and the Swiss FADP, members have the right to be informed, to access your data, to rectification, to erasure, to restrict processing, to data portability, and to object.

For questions about this policy, please contact the Board of Kongnect at Kongnectassociation@gmail.com