

## Terms and Conditions of HTAV Membership

All HTAV members are bound by the Rules and Regulations of the Association, as amended from time to time, and by any specific terms and conditions imposed under these Rules.

A complete copy of the HTAV Constitution can be obtained by writing to:

The Executive Director  
HTAV  
Suite 105, 134-136 Cambridge St  
Collingwood VIC 3066

Membership of the Association runs for a **calendar year**, from 1 January to 31 December, regardless of joining time. Membership cannot be renewed; all members must re-apply every year.

HTAV membership is **not transferable** and categories cannot be changed during the year of membership.

**All applications must be in writing and signed by applicant**, unless submitted online.

Subscription fees are payable in advance, with rates applicable to the various categories of HTAV membership, as set and approved by the Board of Directors. **No other categories or subscription fees are applicable.**

Upon receipt of the Application and Subscription Fee by the HTAV, you or your Institution are recorded as a member of the Association. Individuals cannot be invoiced, therefore payment must be sent together with the application form.

Where a member's subscription **payment is overdue**, access to membership services and benefits may be suspended.

Any member, whose subscription payment is **overdue for more than three (3) months**, will cease to be a member of the Association and will not be entitled to access any benefits and entitlements of membership. At the discretion of the Association, and upon payment of outstanding and overdue subscription fees and other charges, a member may have their membership reinstated.

Only the named member or person authorised by the named member may request a **change in membership details** and it must be in writing. (E.g. change of address, change of staff)

A member may **cancel** their **membership** at any time by providing HTAV with a written notification. Cancellation of membership cannot be back-dated and will cease members of any liabilities, this coming into effect from the date when HTAV has received the cancellation.

### **Subscription Fees are non-refundable.**

Any member, who abuses, offends or puts at risk any member of the Association's staff may be charged with conduct detrimental to the Association. In such cases the Board of Directors has the power to expel the person from membership of the Association. On expulsion from the Association, the member forfeits all rights and claims on the Association.

Although there are various classes of membership, only Full Financial and Life members of the Association have the **right to vote** in Board Elections and at meetings of the Association.

The liability of the members of the Association is limited. Full details are covered in the HTAV Constitution.

The HTAV abides by the National Privacy Principles within the Privacy Act regarding **personal information and disclosure**.