

Geneva Energy Forum (GEF)

Committee Rules and Fee Structure

Committee Rules

1. The President, the Treasurer and the Secretary are elected by the Committee by way of a unanimous vote. The President shall be elected (or re-elected) on an annual basis.
2. Membership of the committee has, in principle, a duration of 3 (three) years, to be confirmed by the AGM each year and can be extended on recommendation by the Committee and approval by the AGM.
3. The Treasurer and the Secretary may delegate his/her functions (but not his/her responsibility) to a non-Member. Any one Committee Member may be appointed Acting Secretary at a particular Committee Meeting if the Secretary is absent. If the President is absent at a Committee Meeting, another Committee Member will be appointed to chair the meeting.
4. The Secretary shall keep records of Committee and General Assembly Meetings. He/she shall be the main contact point for the dissemination of information to Members and may be asked by the Committee to take on additional functions for the good governance of the Forum.
5. The Treasurer shall maintain a reserve fund to cover any preapproved non-budgeted expenditure which may be incurred. She/he will report regularly to the Committee on the state of the finances of the Forum.
6. The Committee shall meet at least 6 (six) times per year.
7. The Committee Rules work alongside with the Statutes of the Geneva Energy Forum; however, the Statutes shall always prevail in case of conflict.
8. The Committee may modify and/or amend the Committee Rules and Fee Structure at any time by way of a unanimous vote.
9. The address for all correspondence shall be:

president@geforum.ch

or

info@geforum.ch

Fee Structure

INDIVIDUAL MEMBERSHIP

1. The Geneva Energy Forum strives to hold ten “Events” per year. These Events normally include nine monthly luncheon meetings and one annual social gathering; however, the Committee reserves the right to modify the format of the Events.
2. All “Members” are required to pay a one-time “Joining Fee” of **CHF 300.-**, currently reduced temporarily to **CHF 50.-**.
3. “Resident Members” will be charged a “Resident Annual Membership Fee” of **CHF 800.-**, payable by 30 April at the latest, every year.
4. “Non-Resident Members” will be charged a “Non-Resident Annual Membership Fee” of **CHF 300.-** payable by 30 April at the latest, every year.
5. New Members are required to pay the full Entrance Fee. They will be charged the Annual Membership Fee on a **monthly pro-rata basis** should they join during the “Membership Year” between May 1st of the current year and April 30th of the following year. Both payments are to be made before attending the first GEF Event.
6. The Resident Annual Membership Fee covers the cost of all GEF Events within the “Membership Year”. The Non-Resident Annual Membership Fee covers the cost of three such Events.
7. Non-Resident Members will be charged an additional fee of **CHF 100.-** for each Event attended in addition to those included the Annual Membership Fee.
8. A Member who confirms attendance to an Event must give notice of cancellation at least 48 hours prior to the Event to avoid a no-show fee of **CHF 100.-**.
9. A Member must give prior notice to the GEF Secretary for approval the name and role of any guest they wish to invite to attend an Event.
10. Guests are charged **CHF 100.-** per Event.
11. The Committee reserves the right to modify the Fee Structure at any time.

Fee Structure (continued)

CORPORATE MEMBERSHIP

1. The Geneva Energy Forum strives to hold ten Events per year. These Events normally include nine monthly luncheon meetings and one annual social gathering; however, the Committee reserves the right to modify the format of the Events.
2. A registered organisation (company, association, NGO, etc) can apply for the status of "Corporate Member," which gives the organisation the right to send any senior member of staff as a "Delegate" or senior business associate as a "Guest" to attend any Event organised for GEF members held during the Membership Year.
3. The "Annual Corporate Membership Fee" is defined by the number of "Seats" an organisation wishes to hold for GEF Events. The minimum number of Seats is one. There is no limit as to the maximum number of Seats. Each Seat can be assigned only to one Delegate or Guest per Event.
4. A Delegate or Guest does not have the status of Member and need not be the same person for all Events.
5. A "Corporate Membership Joining Fee" is payable, equivalent to the Members Joining Fee (defined above) multiplied by the registered number of Seats.
6. The Annual Corporate Membership Fee is:

- 1 Seat	CHF 1'400.-
- 2 Seats	CHF 1,300.- per seat
- 3 Seats and more	CHF 1,100.- per seat
7. The Corporate Member must give prior notice to the GEF Secretary for approval the names and roles of the Delegates and Guests it wishes to attend an Event.
8. Should the number of Delegates and Guests attending an Event exceed the number of Seats defined by the Annual Membership Fee, a fee of **CHF 100.-** will be charged per additional person.
9. Once the attendance of a Delegate or Guest to an Event is announced, notice of cancellation must be received at least 48 hours prior to the Event to avoid a no-show fee of **CHF 100.-** per person.
10. A Corporate Member must nominate a senior representative as Interlocutor with the Geneva Energy Forum.

11. A Corporate Member has the right of vote. The number of votes assigned to the Corporate Member is equivalent to the number of Seats held. These votes will be exercised by the Interlocutor. The Interlocutor may assign these votes to a Delegate and shall inform the Secretary 24 hours prior to the vote(s) being cast.
12. A non-profit organisation may apply to the Committee for a reduced Corporate Membership. The Committee reserves the right to propose a suitable Corporate Membership fee, which should not be less than the Annual Membership Fee (defined above.)
13. The Committee reserves the right to modify the Fee Structure at any time.

MEMBERSHIP LIGHT (temporary offering)

1. As of 6th June 2023 the Forum is offering a trial Membership Light tier for a temporary 1 year period.
2. Membership light members will be granted access to:
 - i. The Forum's exclusive Annual cocktail-dînatoire event.
 - ii. The Annual General Meeting luncheon held at a leading hotel in Geneva.
 - iii. All of the Forum's website and materials, including a database of over 200 presentations from over the past 20 years.
 - iv. In addition to the above, exclusive invitations to all of the events the Forum is holding regularly throughout the year at a cost of 150 CHF.- for each additional luncheon.
3. Cost of this trial Membership Light tier is 150 CHF.- plus the 50 CHF.- joining fee referenced above.