

Membership Policy

Terms and Conditions for Members of the Cyprus Compliance Association

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1. Introduction

- 1.1 Welcome to the Cyprus Compliance Association (the **CCA**). By becoming a member, you agree to comply with and be bound by the following terms and conditions. Please review them carefully and save a copy for your records.
- 1.2 The CCA is a company limited by guarantee, duly established in the Republic of Cyprus with registration number HE462272.
- 1.3 Any reference to the ICA is a reference to the International Compliance Association.
- 1.4 Any reference to members in these Terms and Conditions includes a reference to any type of members and/ or supporters.

2. Membership Eligibility

- 2.1 Membership is open to individuals and/ or corporate entities (depending on the membership and/or partnership option selected) who meet the criteria specified by the CCA and can be found online [here](#).
- 2.2 All members must submit a completed membership application and pay the required membership fees.
- 2.3 The CCA may, at any point, require additional documentation from the members in order to ensure that the respective eligibility requirements are met. Such information should be provided promptly and not later than any specified by the CCA date and the CCA shall not be responsible for any delays.
- 2.4 The application is subject to approval by the Board of Directors of the CCA in accordance with the Articles of Association of the Company.
- 2.5 Further, an application is subject to approval by the ICA in the instances where a member applies for a MICA or a FICA membership package.

3. Membership Categories

- 3.1 The CCA offers various categories of membership. The benefits, rights, and obligations of each category are detailed [here](#).
- 3.2 Members must select a category that best fits their qualifications and intentions.
- 3.3 Depending on the membership category and depending on the membership package selected by the individual, the individual will also become a member of the International Compliance Association based on eligibility.
- 3.4 Where the member is also a member of the ICA then both these Terms and Conditions as well as any other additional requirements that may be applicable by the ICA from time to time.

4. Membership Fees

- 4.1 Membership fees are determined annually and are subject to change. Current fees are listed [here](#).
- 4.2 Fees must be paid upon application and annually thereafter on the membership anniversary date.
- 4.3 For the avoidance of doubt, a membership cannot commence for individuals who attempted to make a payment but were unsuccessful for any reason.

5. Commencement of Membership period

- 5.1 Following a successful payment, a member will be able to enjoy the CCA and ICA benefits within 5 business days.
- 5.2 For existing ICA members, who enrol to CCA membership, we shall align their renewal date to their current ICA membership and credit member on renewal, for any overlapping period, ensuring full value from both memberships.

6. Auto-renewal of Membership Subscriptions

- 6.1 Subscription fees for memberships shall auto renew unless terminated, in writing, in accordance with these Terms and Conditions not less than 15 days prior to the renewal date.
- 6.2 The renewal subscription fees will be automatically payable by credit card or debit card via the CCA's portal.

7. Termination/ cancellation of the Subscription

By the member

- 7.1 Where a member cancels the subscription for any reason the CCA shall not be obliged to refund the subscription fee or any part of it.
- 7.2 Notwithstanding the above, a member shall have 14 days from the commencement date of the membership to cancel their subscription. Where the member cancels in accordance with this clause and has not accessed any membership benefits, they shall receive a full refund of the subscription fees. For the avoidance of doubt, no refunds will be issued other than in accordance with this clause.

By the CCA

- 7.3 Membership may be cancelled if a member fails to pay fees, breaches these terms and conditions, or acts in a manner detrimental to the CCA and any such breach has not been remedied within 30 days or as otherwise determined by the CCA Board of Directors and in accordance with the provisions of the CCAs' corporate and incorporation documentation.
- 7.4 Where the CCA cancels or terminates the membership package, no refund will be due to the member.

7.5 Upon cancellation of the membership subscription by the CCA, the member warrants and confirms that they shall immediately cease to access any membership benefits, including all and any accesses.

8. Code of Conduct

8.1 Members must adhere to the CCA's Code of Conduct available [here](#).

8.2 Members are expected to behave ethically, respect confidentiality (where applicable), and act in the best interests of the CCA.

9. Member Rights

9.1 Members are entitled to, among others, receive CCA communications, and participate in events and activities.

9.2 Specific rights may vary based on membership category.

10. Member Obligations

10.1 Members must keep their contact information up to date.

10.2 Members must comply with the CCA's policies and procedures, Code of Conduct and any other applicable policy or procedure.

10.3 To the extent necessary, members are required to participate in any constitutional procedure as required by the constitutional documents of the CCA from time to time.

11. Use of Association Resources

11.1 Members may use the CCA's resources (e.g., online portals, publications) solely for personal or professional development in accordance with the CCA's objectives.

11.2 Misuse of resources may result in suspension or termination of membership.

12. Privacy and Data Protection

12.1 The CCA is committed to protecting members' privacy and personal data.

12.2 Personal information will be used and stored in accordance with the CCA's Privacy Policy available [here](#).

13. Amendments

13.1 The CCA reserves the right to amend these terms and conditions at any time.

13.2 Members will be notified of any changes through the CCA's official communication channels.

14. Liability

- 14.1 The CCA is not liable for any loss, damage, or injury incurred by a member in connection with the CCA's activities.
- 14.2 Members participate in activities at their own risk.
- 14.3 The CCA shall not be liable for any instance where the ICA has taken the decision to terminate a member and/or in any instance where the ICA deems that a member does not fulfil the ICA requirements.
- 14.4 The CCA shall not be liable for any delays in the membership process in instances where such delay is contingent on any third party process or procedure.

15. Governing Law

- 15.1 These terms and conditions are governed by the laws of the Republic of Cyprus.
- 15.2 Any legal action arising from these terms and conditions will be brought in the appropriate courts of the Republic of Cyprus.

16. Acceptance

- 16.1 By submitting a membership application and paying the fees, members agree to abide by these terms and conditions.
- 16.2 For any questions or further information, please contact the CCA via e-mail at info@cypruscomplianceassociation.org.