

Regulations of the association Illustrators Switzerland

1 Admission process

1.1 Admission requirements

Application is open to professional illustrators based in Switzerland or with a strong reference to Switzerland.

1.2 Dates and deadlines

- 1 Admissions are held twice a year in January and July.
- 2 The respective application deadlines are 3 January and 3 July.

1.3 Admission process

- 1 Applicants fill in the online form on the website www.illustratoren-schweiz.ch and submit eight recent, representative works (no older than three years) to the board of directors. At least six of these must be commissioned works.
- 2 A five-person jury appointed by the board reviews the applications. The jury consists of
 - two or three board members
 - one or two association members
 - one outside reviewer
- 3 The applicant shall be notified within fifteen days after the application deadline.

1.4 Letter of acceptance

- 1 With the letter of acceptance, the applicant receives the bylaws, the regulations, and a consent form for accepting the bylaws and regulations.
- 2 The applicant is asked to return the signed consent form and to pay the membership dues within fifteen days.

1.5 Start of membership

- 1 Membership takes effect after return of the consent form and payment of the membership dues.
- 2 New members promptly receive their personal login information for the website www.illustratoren-schweiz.ch as well as an instruction manual.

2 Portfolio

2.1 Portfolio maintenance / updates

- 1 In order to ensure that the website is up to date, active members as well as honorary members with a portfolio are obligated to update their portfolio at least once a year.
- 2 Members who fail to meet these obligations will be given one month's notice to update their portfolio.
- 3 Members who let this period lapse without an update may be expelled from the association by the board.

2.2 Duty of care

- 1 There shall be no discriminatory or offensive content on the association's website, nor any content that may be detrimental to the association.
- 2 The acceptability of content is at the discretion of the board.

- 3 The board may ask members to remove objectionable content within seven days.
- 4 Members who fail to comply with this request may be expelled from the association. Their online portfolio and access to the website shall be blocked and they shall lose all benefits of membership. There shall be no refund of the membership dues paid for the calendar year.

2.3 Copyright

- 1 Unless otherwise noted, members retain the copyright for the contents of their portfolio (texts, designs).
- 2 Company names, domain names, product names, brands, and other protected names remain the property of their respective owners, regardless of whether they are designated accordingly.
- 3 The copyright is indicated on the website. The use of additional watermarks is not permitted.

2.4 Liability

- 1 Each member shall have the sole liability for the contents of their portfolio. The association shall not be held liable for the contents of members' portfolios.
- 2 The association shall not be held liable for the contents of external links.

3 Membership dues

- 1 The membership dues are CHF 125.– per person per calendar year. Collective membership is available to members who collaborate in a joint office/studio, the membership dues are 200.–
- 2 Membership dues are for 12 months. Dues must be paid in advance, no later than 30 days after receipt of the bill.
- 3 Members who join the association in July pay half of the amount for the current calendar year.
- 4 Members who fail to pay the membership dues despite two reminders may be expelled by the board.

4 Membership benefits

Members enjoy the following benefits:

- a Online portfolio on the website www.illustratoren-schweiz.ch with personal login
- b Access to the website's members' area
- c Enhanced online presence of their work
- d Instant visibility of their updated professional information on the website's public News section
- e Newsletters
- f Information on exhibitions, contests, jobs, etc.
- g Constant expansion of client network
- h Reduced-price admission to events and activities organized by the association;
- i Attendance and voting right at the general assembly

5 Patrons' contributions

- 1 The minimum contribution for patrons is CHF 50.–.
- 2 Patrons contributing CHF 100.– or more will be mentioned by name on the website, unless they explicitly request otherwise.

6 Bill collection

- 1 Members and patrons shall pay their contributions to the association's bank account:
Illustratoren Schweiz, 8045 Zürich
IBAN CH45 0900 0000 8927 3272 5
Postfinance account no. 89-273272-5
- 2 The association's office is in charge of bill collection.

7 Effective date

These regulations were approved at the founding meeting on 2 July 2014 in Zurich and took effect on that date.

Changes approved by general assembly on 22 November 2017 and took effect on 1 January 2018