

Aufnahmeantrag / Membership application

in den Verein ReUse e.V. / in the ReUse association

➔ Ich möchte **Mitglied** im ReUse e.V. werden und beantrage die Mitgliedschaft als
I would like to become a **member** in the ReUse association and apply for the membership as:

- | | | | |
|---|--------------------------|---|--|
| ermäßigtes Mitglied / reduced membership | <input type="checkbox"/> | 5,- € | Studenten / students |
| normales Mitglied / normal membership | <input type="checkbox"/> | 15,- € | Privatpersonen & Firmen bis 9 Mitarbeitern / until 9 employees |
| | <input type="checkbox"/> | 35,- € | bis zu 49 Mitarbeitern / until 49 employees |
| | <input type="checkbox"/> | 100,- € | ab 50 Mitarbeitern / from 50 employees |
| gegenseitiges Mitglied / mutual membership | <input type="checkbox"/> | (kostenlos; ReUse e.V. wird Mitglied in der anderen Organisation
for free; ReUse association becomes membership in the other organisation) | |

(Monatsbeträge / monthly amount)

Titel / title _____

Vorname, Name / first name, last name _____

Geburtsdatum / date of birth _____

Ansprechpartner / contact person _____

Firmenname / organisation _____

Firmengründung / company foundation _____

Anzahl Mitarbeiter / number of employee _____

Strasse, Hausnummer / adress _____

PLZ, Ort / ZIP, city, country _____

eMail / eMai _____

www – Internet / website _____

Telefon / telephone _____

Handy / mobile number _____

Fax / fax _____

Profil, Tätigkeit / profile, activity _____

➔ Ich unterstütze ReUse e.V., weil _____
I support ReUse association, because _____

➔ Ich bin in anderen Vereinen Mitglied _____
I am a member in other associations: _____

➔ Wie sind Sie auf ReUse e.V. aufmerksam geworden _____
How did you get to know about ReUse association? _____

Ich möchte die Prüfsiegel vom ReUse e.V. verwenden / I want to use test seals from ReUse association

Ich möchte auf der ReUse - Website vertreten sein / I would like to be represented on the ReUse - Website

Ich möchte eine Domain über ReUse beantragen (monatlich ab 3,- €) / I would like to get a domain by ReUse (from monthly 3,- €)

Der Verein wird sich mit Ihnen nach Erhalt des Antragsformulars in Verbindung setzen. Mitgliedschaften beginnen immer zum 1. des folgenden Monats der Antragsstellung. Firmen, Institutionen und Organisationen benennen einen Ansprechpartner für ReUse e.V.; Anteilseigner oder Unterorganisationen jedweder Art werden nicht automatisch Mitglied bei ReUse. Andere Mitglieder dürfen meine Daten erhalten. / The association will get in contact with you on receipt of the application form. Membership always begins by the 1. of the month following the ANTRAG. Companies, institutions and organisations appoint a person in charge for ReUse association; shareholders or subsidiary organizations do not automatically become a member of ReUse. Other members are allowed to become my data.

Ort, Datum / city, date _____

Unterschrift / signature _____

Stempel / stamp _____

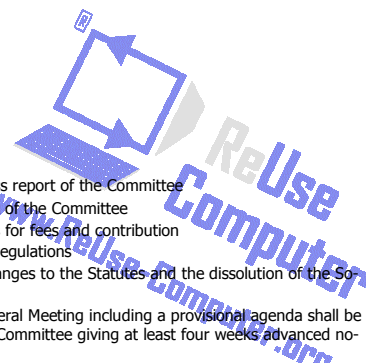
➔ Senden Sie den Mitgliedsantrag zurück an / return to Info@ReUse-Verein.org oder **ReUse e.V., Am Forstacker 7a, 13587 Berlin, Germany**

Mitgliedsnummer, Mitglied ab _____

Statutes

ReUse-Computer association

Version 3.1 from 14.01.2005



§ 1. Name, Location, Financial year

1. The Society bears the name "ReUse-Computer". It is to be entered in the Register of Societies and will then have the additional status of "e.V."
2. The Society is located in Berlin.
3. The financial year is the calendar year.

§ 2. Scope

1. The Society complies with the principle of sustainability as the key guiding principle of the 21st century, and acknowledges the need to create synergy effects between the environmental, regional and social aspects of this approach.
2. In this sense, it contributes to environmental protection, resource conservation and sustainability by supporting the re-use and extended use of used IT products.
3. The main task of the Society is to inform the public about the possibilities for using favourably priced, used but high-value IT equipment, and the promotion of network-based cooperation structures and projects which also contribute to the appropriate use of used IT equipment, in particular through the provision of know-how.
4. In carrying out these tasks, the Society cooperates with the *Technical University Berlin*. Other scientific institutions are invited to cooperate.

§ 3. Society assets

1. The Society is funded by membership fees, government support, and private donations.
2. Private donations are only accepted when these are provided under conditions which are not in contradiction with Section 2 of these Statutes. They may only be used for purposes which are in accordance with the Statutes.
3. The Society is liable solely with its Society assets. The members are not personally liable for the Society.

§ 4. Membership

1. Members can be any natural person or legal entity supporting the objectives of the Society.
2. Confirmation of membership will be provided in writing. Applications for membership will be decided on by the Committee. The admission must be confirmed by two-thirds of the General Meeting.
3. Members must pay an annual fee at the start of every year and a single admission fee at the start of membership.
4. The Committee is entitled, in cases with good reason, to waive the payment of fees, or to allow delayed payment, or to set higher fees.
5. The details of the level of membership fees and the admission fees are determined in the Society Regulations.

§ 5. Technische Universität Berlin

As executing organisation for the project "Re-use and extended use of used electronic equipment" supported by the Federal Ministry of Education and Research, and holder of the resultant research results, the Technische Universität Berlin – Central Cooperation Centre / kubus (Contact and Consultancy Office for Environmental Questions) is provided with a special status to the extent that this provides the Society with free use of office space and the use for an unlimited period of all project results. This special status includes membership without the obligation to pay fees. Details will be agreed in a separate contract.

§ 6. Extraordinary members

The Society accepts the following forms of extraordinary membership: (a) Sponsoring member and (b) Honorary member. Sponsoring members provide the Society with immaterial or material support. Honorary membership can be awarded on the recommendation of the Committee or by the General Meeting. Extraordinary members share the ideal goals in accordance with Section 2 of these Statutes, and are entitled to take part in the General Meetings, but they have no voting rights.

§ 7. Ending membership

1. Without impairing existing entitlements of the Society, memberships ends:
 - a. With the resignation from membership, submitted in writing to the Committee at any time. The resignation takes effect at the end of the month.
 - b. By deletion from the list of members
 - c. On the death of a member, or in the case of a legal entity on its dissolution
 - d. By exclusion
2. Membership fees which have already been paid remain in the Society assets. The end of membership leads to the immediate loss of any office held.
3. If a member remains in arrears with the payment of membership fees or other levied contributions despite having been sent a reminder and then a second reminder with a warning of deletion from the list of members as a consequence of non-payment, then six weeks after sending the second reminder the Committee is entitled to carry out the deletion from the list of members. If there is no way of communicating to the member, then deletion without a reminder is possible.
4. If a member intentionally acts grossly against the interests of the Society, acts in transgression of the purposes of the Society, or does not fulfil their obligations towards the Society, then the Committee can decide to exclude them from the Society. The member can appeal against such a decision to the General Meeting. This shall decide on the exclusion with a two-thirds majority. The member shall be invited to the meeting and allowed to speak. A right of legal redress exists.

§ 8. General Meeting

1. The highest body of the Society is the General Meeting. This shall establish the regulations for the work of Society and decide on questions of fundamental importance. The duties of the General Meeting include in particular:
 - a. Determining a Chair for the meeting and a person to take minutes
 - b. Voting the Committee or individual Committee members into or out of office
 - c. Election of the cash auditor
 - d. Approval of new members
 - e. Decisions about the final exclusion of members
 - f. Consultations on the state and planning of the work
 - g. Approval of the annual accounts

- h. Approval of the business report of the Committee
- i. Acceptance of the work of the Committee
- j. Agreement on the rules for fees and contribution
- k. Agreement on Society regulations
- l. Taking decisions on changes to the Statutes and the dissolution of the Society.

2. Written invitation to the General Meeting including a provisional agenda shall be sent out by the Chair of the Committee giving at least four weeks advanced notice.

Every full member can apply to the Committee until at least two weeks before the General Meeting with an addition to the agenda. The members shall receive notice of the amended agenda in good time so that they are able to prepare for the new items on the agenda. A general meeting shall be held as often as necessary, but at least once a year.

3. An extraordinary general meeting shall be held if at least 25% of the members call for this for a stated reason. It shall be held at least four weeks after submission of the written application to convene the meeting.

§ 9. Voting at the General Meeting

1. Every full member has a vote at the General Meeting and is entitled to propose motions. If a member with entitlement to vote is unable to attend the General Meeting, then it is permissible for them to name another voting member as proxy to vote on their behalf. The proxy shall be given in writing. A voting member may only represent a maximum of two other voting members. A member represented by proxy shall be taken into account when establishing the quorum for all votes.
2. The General Meeting has a quorum when at least a third of the full members or their proxies are present. If there is no such quorum then a new General Meeting shall be held within 14 days which shall have a quorum irrespective of the number of voting members present. Attention shall be drawn to this explicitly in the invitation to the new General Meeting, which shall be presented at least a week in advance.
3. Decisions shall be taken as a rule by simple majority.
4. Persons shall be elected by casting ballots; all other votes shall be by a show of hands. The General Meeting can decide by a two-thirds majority to operate in a different way from the previous sentence.
5. A person is elected if they receive more than 50 % of the votes in a first round of voting, or otherwise gains a straight majority in a second round of voting.
6. A decision may be taken without a General Meeting if all members express their approval in writing to the Committee within two weeks after notification. The result shall be evaluated and announced by the Committee.
7. Written minutes shall be taken with details of decisions and also the general proceedings as far as this is relevant for the general understanding of how decisions are arrived at. The minutes shall be signed by the Chair of the meeting and by the person taking the minutes.
8. A two-thirds majority is required to vote the Committee or a Committee member out of office.

§ 10. Composition of the Committee

1. The Committee shall consist of full members and shall be made up a Chairman, a deputy Chairman and the treasurer.
If necessary, the Committee can be expanded to include further members by a two-thirds majority of the General Meeting.
2. The Committee members act in an honorary capacity and are elected for two years in accordance with Sections 9.4 and 9.5. They remain in office until the election of a new Committee member. A re-election is possible.
3. Decisions about emoluments are to be taken by the General Meeting.
4. For legally binding representation it is sufficient to have the joint signatures of two members of the Committee.

§ 11. Duties of the Committee

1. The Committee conducts the business of the Society under the leadership of the Chairman.
They have the following responsibilities:
 - a. Producing the annual accounts
 - b. Producing an annual report
 - c. Drawing up a budget plan
 - d. Taking decisions about the admission of new members in accordance with Section 4.2
 - e. Taking decisions about the exclusion of members in accordance with Section 7.4
 - f. Taking decisions about deletion from the list of members in accordance with Section 7.3
 - g. Proposals about the levels of members' fees and admission fees
2. The Committee gives itself Committee rules and generally meets once a month.
3. Written minutes shall be taken of the decisions of the Committee and these shall be signed.

§ 12. Changes to the statutes and winding up

1. The General Meeting shall decide on changes to the Statutes, changes to the objectives of the Society, or on winding up the Society on the basis of proposals submitted to the voting members at least one month before the General Meeting. A majority of three-quarters of the votes present is required for a decision.
2. Changes or additions to the Statutes required by the responsible registration authorities or the tax authorities (*Finanzamt*) shall be implemented by the Committee and do not require a decision to be taken by the General Meeting. Notice of these shall be given to the members at the latest with the next invitation to a General Meeting.
3. If the Society is wound up or its legal status as a society is withdrawn then its entire assets shall pass on to the Federal Environmental Agency (UBA) under the condition that they shall be used exclusively and directly in accordance with the Society's previous objectives and remits in accordance with Section 2 of these statutes.

Society regulations

ReUse-Computer e.V.

Version 4 from 1.02.2008



§ 1. Members and cooperation partners

1. The Society distinguishes between members and cooperation partners.
2. Members are entitled and obliged to support the objectives of the Society in a suitable way and to take part in the society's activities.
3. Cooperation partners use the results and tools of the Society without charge. Cooperation partners are not members of the Society, they do not take part in the activities of the Society and they pay no membership fees. They are subject to the objectives in accordance with Section 2 of the Society statutes, in particular regarding the assurance of the quality of the hardware they provide. For its part, the Society supports the cooperation partners under the provisions in "Quality standards – Services and Offers for Members and Partners". Partnerships are concluded by a written agreement. Details of the partnership are to be included therein.

§ 2. Acquisition of membership

1. Applications shall be made in writing to the Committee of the Society (application form) together with the information sheet of the Society. The information will be distributed to every member. If there is interest, applicants may be invited to present themselves to the members of the Society.
2. If the member is a legal entity, then a representative shall be nominated in the information sheet. The representative is entitled to take binding decisions, and to enter into agreements and commitments with the Society, its members and with third parties, and shall also hold the voting rights. The representative can nominate a deputy from the legal entity. If the representative does not attend the meeting, the deputy shall exercise the rights. If both the representative and the deputy are present at the meeting, then the representative shall exercise all rights. If neither the representative nor the deputy is present at a meeting, then the legal entity may only nominate another (voting) member as a proxy.
3. An applicant for membership of the ReUse-Computer Society shall require at least two proposing members who recommend the acceptance of the applicant. The recommendation shall be explained to the other members on request.
4. A member can raise an objection against an applicant. This is to be clarified at the General Meeting.

§ 3. Full membership

1. Full Society members are required to pay membership fees and they have the right to vote. They can propose motions and can have topics of interest to them included on the (draft) agenda. The General Meeting shall decide on the final agenda at the meeting itself.
2. The full member is obliged to attend General Meetings or to appoint a proxy. A General Meeting takes place at least once every year.
3. If a full member has failed to take part in a General Meeting three times in succession without representation by a proxy, the Committee determines that the member has failed in their obligation towards the Society. The Committee can in this case apply Section 7.4 of the Society statutes.

§ 4. Sponsoring members and extraordinary members

1. Sponsoring members support the Society in accordance with mutual obligations which are regulated in an agreement. This shall include in particular the imposition of membership fees and their levels, or other material performances.
2. Extraordinary members (e.g. honorary members) support the Society immaterially and share the ideal objectives in accordance with Section 2 of the Society statutes. Honorary membership is offered by the Society to legal entities or natural persons who have made particularly valuable contributions towards realising the objectives of the Society in accordance with the statutes. The Society will not of itself demand the payment of fees from honorary members.
3. Voting rights will not be granted, but it is possible to take part in general meetings in an advisory capacity.

§ 5. Membership fees

1. The following fees will be levied:
 - a. A minimum monthly payment of EUR 5, for students, trainees, pensioners and people who are unemployed or in job creation schemes
 - b. A monthly fee of EUR 15 is payable by natural persons, free-lancers and the self-employed, as well as legal entities and companies with up to 4 co-workers
 - c. A monthly fee of EUR 55 is payable by legal entities and companies with five or more co-workers

- d. A monthly fee of EUR 100 is payable by legal entities and companies with 50 or more co-workers
2. The membership fees shall be paid annually in advance in one lump sum.
 3. A member can request to the Committee or treasurer to make the payment in monthly instalments at least equal to the monthly fee. Monthly payments are only to be permitted in exceptional cases.
 4. Payment of membership fees can be deferred to the end of the period they cover. If membership fees or levied payments are outstanding, then the Committee determines that the member has failed in their obligation towards the Society. The Committee can in this case apply Section 7.4 of the Society statutes.
 5. On application from a member, the Committee can decide unanimously to waive or reduce the member's outstanding annual fee payment.
 6. There is no obligation to make additional payments.

§ 6. Admission fees

Admission fees shall be paid (a) EUR 60 by accepted full members; (b) EUR 300 by accepted Sponsoring members. In lieu of admission fees, the Committee can reach a unanimous decision to accept performances specified in a separate agreement.

§ 7. Publicity

1. The members are entitled and obliged to make public their membership in the ReUse-Computer Society in a suitable fashion.
2. It is desired that the logo and/or the text "ReUse-Computer e.V." in the font "Agency FB" shall be used on letterheads or other written or electronic documents. The same applies for cooperation partners.
3. The ReUse-Computer logo has been registered by TU Berlin as a trade mark. Its use is reserved for the ReUse-Computer Society.
A use of the registered trade mark which goes beyond that named in 7.1 and which is not defined in "Quality standards – Services and Offers for Members and Partners", must be approved by the Committee.



§ 8. Society work

1. The work of the Society will be delegated to working groups.
2. Every full member can take part in any working group and contribute to the field in question. The working groups are set up by the Committee which nominates a head of the working group. The members of a working group will be notified to the Committee. The dates of meetings of the working group shall be made known to all members. Minutes shall be taken at every meeting of a working group. The minutes are to be presented without delay to the Committee and the working group members. If a working group has fulfilled its remit, then it shall be closed down by the head of the working group and the Committee shall be notified of the results.
3. Extraordinary members can take part in the discussions of the working groups in a consultative capacity.

§ 9. Quality assurance

Members and cooperation partners shall comply with the quality standards of ReUse-Computer. Tools and procedures shall be made available which ensure the quality standards and which allow quality management. The tools and procedures shall be made available against the payment of fees by members and cooperation partners who make commercial or non-commercial use of the ReUse-Computer insignia, tools or procedures, which define the quality standard of ReUse-Computer. The quality standards and the fees which are charged are defined in "Quality standards – Services and Offers for Members and Partners".

§ 10. Donors

The ReUse-Computer Society accepts monetary donations and usable donations in kind from any natural person or legal entity. For donations with a value of EUR 100 or more, the donor can be made public by ReUse-Computer, e.g. on the Website of ReUse-Computer or on the Websites of donors. At the same time the donor can receive, on request, a certificate documenting the donation.