Eurospace membership

Fees & Procedure
4 membership categories

**Art. 6 Active members**
Active membership is reserved for space companies of ESA or EU member countries which have been formed in accordance with the legal procedure of these countries.

**Art. 7 Collective members**
Collective membership is reserved for non-commercial associations of space companies of ESA and EU member countries which have been formed in accordance with the legal procedures of these countries.

**Art. 8 Corresponding members**
Corresponding membership is reserved for companies and non-commercial associations which do not meet the requirements of Articles 6 and 7.

**Art. 9 Honorary members**
Honorary membership may be granted by the Council to persons who have rendered valuable services to Eurospace.

Most Eurospace members are relevant to Art. 6.
Membership fees

The value of membership fees is approved every year by the General Assembly.

Active members contribute a membership fee proportional to their size.

Collective members contribute a fixed membership.

Corresponding and Honorary Membership fees.

4 membership options are available, starting at 1500€ (see following pages).

8640€/year.

Have not been yet defined.

Following recommendations by the Council and the Financial Committee.
Active membership

Membership options and related fees formulas
Membership fees are annual fees

- Fees are invoiced at the beginning of each year based on FTE declarations of the previous year (the 'reply slips').
  - New members joining during the year are invoiced at the beginning of the next year.
    - As soon as the new member is endorsed by Council, full membership benefits apply.
- Membership fees include a fixed entry fee plus a variable fee proportional to the company size
  - The fixed entry fee is defined by corporate size, with four options
    i. **Legacy**: the original 'one size fits all' fee scheme of Eurospace, still available to historic members
    ii. **SME**: a membership option tailored to the needs of SMEs (according to EU definition)
    iii. **Mid size groups**: for corporate entities joining as a group, available to entities up to 3000 space employees, and a minimum listing of two entities to qualify as 'group'
    iv. **Large groups**: for corporate entities joining as a group, available to entities having more than 3000 space employees, and a minimum listing of two entities to qualify as 'group'
- The variable fee is proportional to the value of space employment in the company
  - The value of space employment is self-assessed by active members every year
  - The value of space employment is based on actual Full Time Equivalent employment resources attributed to the pursue of space activities in the company in the year
Membership options

**Legacy membership**
- Current
- Accessible to historic members and individual companies
- Formula:
  - 8636€ entry fee (inclusive of 100 space employees)
  - 20,32€ for each employee above 100

**Mid-size/midcap group membership**
- New in 2022
- Accessible to all members with a European footprint, and less than 3000 space employees
- Minimum listing of 2 corporate entities
- Formula
  - 10000€ entry fee (inclusive of 250 employees)
  - 22€ for each employee above 250

**Large group membership**
- New in 2022
- Accessible to all members with a European footprint, and 3000 space employees or more
- Minimum listing of 2 corporate entities
- Formula
  - 30000€ entry fee (inclusive of 750 employees)
  - 22€ for each employee above 750

**SME membership**
- New in 2022
- Accessible to SMEs
- Formula
  - 1500€ entry fee (inclusive of 30 employees)
  - 22€ for each employee above 30
# Membership examples

## Legacy membership
- **Example 1:** Single company with 4500 employees
  - Entry fee: 8636€
  - Variable fee: 20,36€ for each employee above 100
    - (4400*20,36=89584€)
  - Total fee: **98220€**
- **Example 2:** Single company with 280 employees
  - Entry fee: 8636€
  - Variable fee: 20,36€ for each employee above 100
    - (180*20,36=3665€)
  - Total fee: **12300€**

## Mid-size/midcap group membership
- **Example 1:** Group with 4 entities spread in Europe with a total of 280 employees
  - Entry fee: 10000€
  - Variable fee: 22€ for each employee above 250
    - (30*22=660€)
  - Total fee: **10660€**
  - Avg/entity: **2665€**
- **Example 2:** Group with 4 entities spread in Europe with a total of 1800 employees
  - Entry fee: 10000€
  - Variable fee: 22€ for each employee above 250
    - (1550*22=34100€)
  - Total fee: **44100€**
  - Avg/entity: **11025€**

## Large group membership
- **Example 1:** Group with 8 entities spread in Europe with a total of 12000 employees
  - Entry fee: 30000€
  - Variable fee: 22€ for each employee above 750
    - (11250*22=247500€)
  - Total fee: **277500€**
  - Avg/entity: **34687€**
- **Example 2:** Group with 8 entities spread in Europe with a total of 5500 employees
  - Entry fee: 30000€
  - Variable fee: 22€ for each employee above 750
    - (4750*22=104500€)
  - Total fee: **134500€**
  - Avg/entity: **16812€**

## SME membership
- **Example 1:** SME with 40 employees
  - Entry fee: 1500€
  - Variable fee: 22€ for each employee above 30
    - (20*22=440€)
  - Total fee: **1940€**
- **Example 2:** SME with 200 employees
  - Entry fee: 1500€
  - Variable fee: 22€ for each employee above 30
    - (180*22=3960€)
  - Total fee: **5460€**
Membership fees calendar

**Q4 (year n)**
- Reply slips are sent to General Assembly representatives

**Q4 (year n)**
- Reply slips are returned by Members
- Eurosace executive compiles the returns and confirms fee values

**Q1 (year n+1)**
- Invoices are sent to Members

**Q2 (year n+1)**
- Invoices are settled by Members
- Eurosace executive reports to General assembly on current membership status and fees outstanding
The reply slip

**Member information**

<table>
<thead>
<tr>
<th>Entity name</th>
<th>Country</th>
<th>Space FTE</th>
<th>Membership fee (VAT excl.)</th>
<th>€</th>
<th>€</th>
</tr>
</thead>
</table>

- **Member information**: includes the name, country and space employment information of the entity(ies) joining Eurospace.
- For SME and Legacy memberships **only one entity is allowed**.
- For group memberships an **unlimited number of entities is allowed**.

**Representative to the General Assembly**

<table>
<thead>
<tr>
<th>First name</th>
<th>Last Name</th>
<th>Position</th>
<th>Email</th>
<th>Mobile</th>
</tr>
</thead>
</table>

Each entity listed in the reply slip is a **full active member of Eurospace** and must designate a **representative to the General Assembly**.

**Invoice information**

<table>
<thead>
<tr>
<th>Entity name</th>
<th>VAT Number</th>
<th>Purchase Order Ref.</th>
<th>Address (Street, number and/or PO box)</th>
<th>Postcode</th>
<th>City</th>
<th>Country</th>
<th>email contact for invoice if needed</th>
</tr>
</thead>
</table>

For each entity joining Eurospace the invoicing information shall be provided for the payment of the membership fee. Group members have the option of settling **one invoice at group level or separate pro-rate invoices** at entity level.

**IMPORTANT NOTE**: The Reply Slip file also includes a "Eurospaec Data Sheet" that is used to aggregate your inputs for export into our system. It is autocompleted. No action needed.