



Madeira  
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# Madeira Promotion Bureau

## MEMBERSHIP FEES REGULATIONS

### CHAPTER I

#### General Principles

##### Article 1

###### Types of fees

- 1- Promotion Bureau members are obliged to pay fixed and variable membership fees pursuant to the following articles.
- 2- Members shall provide the Board of Directors with all the information necessary to determine or verify the amount of the membership fees.
- 3- False statements or unjustifiable concealing of information shall constitute serious misconduct, punishable pursuant to the statutes.

##### Article 2

###### Payment system

- 1- Fixed and variable fees shall be paid monthly by bank transfer by the 10<sup>th</sup> day of the month to which they relate.
- 2- Members who wish to pay their membership fees in one annual payment in advance shall benefit from a 5% discount.
- 3- In exceptional cases, the Board of Directors may authorise another payment method at the request of the interested party.



Madeira  
Promotion  
Bureau

- 4- Membership fees are due from the month of admission.
- 5- Should a member leave, membership fees shall be due until the respective notice is given pursuant to the statutes.

### Article 3 Doubts and omissions

- 1- Any doubts or omissions regarding the membership fees system or its application shall be clarified or incorporated into these regulations by the Board of Directors.
- 2- Resolutions taken by the Board of Directors under the preceding paragraph may be appealed to the General Meeting.

### Article 4 Fees update

Fees shall be periodically updated by resolution of the General Meeting pursuant to the statutes, taking into account inflation, the activity developed and the results obtained in the sector.

## CHAPTER II Fixed fees

### Article 5 Tiers

- 1- The payment of the fixed monthly fees of all members, with the exception of the tourist resorts referred to in Art. 8, shall be made according to nine tiers depending on the number of employees, pursuant to the following paragraph:
- 2- The tiers which, depending on the case, shall apply to establishments or companies (their subsidiaries or branches) members of the Promotion Bureau are as follows:
  - a) Tier A: €579.00 per month - members with 500 or more employees
  - b) Tier B: €405.00 per month - members with between 200 and 499 employees



Madeira  
Promotion  
Bureau

- c) Tier C: €289.50 per month - members with between 100 and 199 employees
  - d) Tier D: €231.75 per month - members with between 51 and 99 employees
  - e) Tier E: €144.50 per month - members with between 41 and 50 employees
  - f) Tier F: €138.00 per month - members with between 31 and 40 employees
  - g) Tier G: €116.00 per month - members with between 21 and 30 employees
  - h) Tier H: €86.75 per month - members with between 9 and 20 employees
  - i) Tier I: €57.75 per month - members with up to 8 employees
- 3- The information contained in the statements submitted by their establishments or companies to the Regional Directorate for Tourism, Social Security and the Tax Authority shall be taken into account for the purposes of the preceding paragraph.
  - 4- Official Organisations or similar bodies with a national scope shall be included in Tier A and those with a regional scope, together with business associations, shall be included in Tier B.
  - 5- The tiers set out in this article do not apply to the tourist resorts listed in Article 8, by virtue of the specific regulations enshrined in these regulations.

#### Article 6 Tier integration

- 1- Integration in the tiers referred to in the preceding article is done automatically or by resolution of the Board of Directors.
- 2- In cases where integration is not a direct result of the provisions of these regulations, it shall be performed by resolution of the Board of Directors.
- 3- The resolutions of the Board of Directors shall take into account the size and economic capacity of the entity and the importance of tourism in its activity.
- 4- Resolutions taken by the Board of Directors under the preceding paragraph may be appealed to the General Meeting.



Madeira  
Promotion  
Bureau

## Article 7 Reduced and higher fees

- 1- The fixed fee shall be reduced by 25% for the 2<sup>nd</sup> establishment of the same company or group.
- 2- The fixed fee shall be reduced by 50% for the 3<sup>rd</sup> and subsequent establishments of the same company or group.
- 3- For the purpose of the preceding paragraphs, the order of the establishments shall be defined by prioritising the highest value tiers.
- 4- In special cases, the Board of Directors may agree with the interested parties on higher fees than those set out in Article 5 of these regulations or accept other forms of contribution.
- 5- In special cases, following a duly substantiated request of the member concerned or their representative association, the Board of Directors may reduce the amount of the membership fee to be paid.

## CHAPTER III Special fees

### Article 8 Tourist resorts

- 1- This Article defines the criteria and systems for calculating the value of the fees to be applied to Tourist Resorts, excluding any other form of pecuniary benefit by these establishments set out in these regulations, unless otherwise agreed by the member concerned.
- 2- The value of the fixed annual fees to be paid by Tourist Resorts is calculated in accordance with the tiers and types matrix defined in Annex I to these regulations.
- 3- The value of the variable annual fees to be paid by Tourist Resorts is calculated in accordance with the tiers and types matrix defined in Annex I to these regulations and applying the following formula:

$$Y * \text{no. of rooms} * Z$$



Madeira  
Promotion  
Bureau

Where Y depends on the type and Z on the location's municipality

- 4- The sum of the fixed and variable amounts corresponds to the total annual fee to be paid by the Tourist Resort.
- 5- In the first two years, new undertakings shall benefit from a discount scheme of 50% in the first year and 25% in the second year on the amount they would have to pay should the provisions of the preceding paragraphs be applied.
- 6- For the purposes of the preceding paragraph, only establishments opening their doors for the first time will be considered new. Renovations, capacity expansion, purchase and sale or transfer of establishments or companies shall be excluded from this concept.
- 7- The fee referred to in the preceding paragraph shall be paid in 12 monthly instalments and shall be settled in accordance with Article 2 of these regulations.
- 8- Pursuant to Article 7 of these regulations, establishments belonging to the same company or group benefit from the application of reduced fees.
- 9- The fee amounts referred to in the preceding points may be altered in subsequent years by decision of the General Meeting, taking into account the programmes and actions to be developed by the Association.
- 10- Without prejudice to the amounts relating to the cash benefits provided for in the preceding paragraphs, Tourist Resorts shall cede the Association overnight stays corresponding to 0.1% of their annual accommodation capacity, calculated by applying the following formula:

$$\text{Concession} = \text{no. of rooms in the establishment} * 365 \text{ days} * 0.1\%$$

- 11- The overnight stays referred to in the preceding paragraph shall be valued for promotional purposes at €100, €75 and €40 respectively for 5-star hotels, 4-star hotels and other tourist resorts, and shall be used by the Association for its activities equitably between the various tourist resorts and provided by them according to their respective availability.
- 12- In order to maintain equity in the use of concessions by the different players, from 25% of the total concession, the nights ceded shall be deducted from the variable fee for the following year, up to a limit of 50% of the total amount to be paid.



Madeira  
Promotion  
Bureau

### CHAPTER III Variable fees

#### Article 9 Travel agencies

- 1- Travel agencies shall pay a variable fee of €57.75 per year per employee working in establishments in the Autonomous Region of Madeira.
- 2- For the purpose of the preceding paragraph, the information contained in the statements submitted by the agencies to the Regional Directorate for Labour and Tourism, Social Security and the Tax Authority shall be taken into account.
- 3- The provisions of Article 2 - payment system - apply to the payment of fees.

#### Article 10 Airline companies

- 1- As a variable fee, airline companies shall provide the Association with free travel, corresponding to €0.10 per international passenger disembarking at Madeira and Porto Santo airports in the preceding year.
- 2- The statistics produced by ANAM, Aeroportos e Navegação Aérea shall be taken into account for the purposes of the preceding paragraph.
- 3- The tariffs considered for the purposes of paragraph 1 shall be the applicable minimum tariffs.
- 4- The use of the travels provided for in paragraph 1 is the sole responsibility of the Association and shall depend on the availability of the airline company.

#### Article 11 Cultural facilities

- 1- Members who own cultural facilities shall cede free tickets to their facilities or events, up to the amount corresponding to their fixed annual fee.
- 2- The use of the facilities provided for in the preceding paragraph shall be the sole responsibility of the Association and depend on the availability of the members.

#### Article 12 Other members



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Bureau

- 1- All other members, not referred to in Articles 8 to 11, shall be granted 60% discounts on their goods or services, up to the amount corresponding to their fixed annual fee.
- 2- The use of the discounts referred to in the preceding paragraph shall be the sole responsibility of the Association, but the services or products shall be subject to the availability of the members.

## ANNEX I

**= IN EUROS =**

TOURIST RESORTS	FIXED FEES	VARIABLE FEES
(Type of establishment)	Price per room	Price per room
5* HOTELS HOSTELS (MONUMENTS) 5* APT HOTELS 5* VILLAGES 5* INNS 5* TOURIST APT	16.25	11.75
4* HOTELS 4* INNS HOSTELS (OTHER) 4* APT HOTELS 4* VILLAGES 4* TOURIST APT LODGES 1 <sup>ST</sup> CLASS TOURIST VILLAS	11.75	9.25
3* HOTELS 3* APT HOTELS 3* VILLAGES 3* TOURIST APT 2 <sup>ND</sup> CLASS TOURIST VILLAS	7.00	7.00
2* HOTELS 1* HOTELS RURAL HOTELS PENSIONS OTHER ESTABLISHMENTS	4.75	3.50

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Funchal -	1.00
Santa Cruz and Porto Santo -	0.80
Other municipalities -	0.60