

Bylaws

(Approved by the Annual General Meeting 8 October 2022)

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Chapter One: Definitions and Interpretation

- 1.1 AGM - Annual General Meeting/Conference of EPOA
- 1.2 Board – The Board of Directors as a whole
- 1.3 Incapacity - Mental and/or physical condition, which in the opinion of a qualified medical doctor and/or psychologist shall render a person incapable of fulfilling their duties as a director
- 1.4 Director - A member of the Board
- 1.5 Pride Events - A parade, march, rally, festival, arts festival, cultural activity or other event activity organised for people identifying as lesbians and/or gay men and/or bisexuals and/or trans and/or intersex (LGBTI+) persons and promoting the visibility of those persons and commemorating the history, culture and diversity of the LGBTI+ community.
- 1.6 Pride Organisation - An organisation or group one of whose purposes and/or principal activities shall be to organise Pride events, which primarily benefit the LGBTI+ community.
- 1.7 Annual Turnover – All income/revenue received by a member in a twelve month accounting period.
- 1.8 Annual Report – description of the organisation’s activities including, but not limited to, Pride activities, budget and contact information.
- 1.9 Member in good standing: Is an organisation, which has remained current on membership fees and payments in accordance with the EPOA constitution and by-laws. Staying current with filing required periodical reports such as, but not limited to, registration, license and tax. It will also not engage in activities to jeopardise or discredit EPOA.

- 1.10 Where the plural or singular is used it shall, where the context so admits, include the other.

Chapter two: Membership

Eligibility and Procedure

- 2.1 In order to apply for membership the Pride organisation submits an application form to the board of EPOA, including the latest annual and financial report.
- 2.2 Any Pride organisation is admitted automatically if it fulfils the following criteria:
 - 2.2.1 The organisation is in fact directly organising or in charge of the whole Pride event (i.e. no sub-organisations such as party promoters)
 - 2.2.2 Multiple Pride events in one city entitle all Pride organisations to become EPOA members
 - 2.2.3 The name of the Pride event is irrelevant as long as it fulfils the definition of a Pride event
 - 2.2.4 The structure or legal status of the Pride organisation is irrelevant (i.e. also a for-profit organisation may become a member of EPOA as long as the event fulfils the definition of a Pride event – particularly the definition of benefiting the whole community not just a few shareholders).
- 2.3 If the board feels that any of these criteria is not met, it has to contact the Pride organisation for clarification and if, after this process, it still feels that the Pride organisation does not qualify, the board is entitled to deny full membership.
- 2.4 Once accepted into membership the Pride organisation must pay its membership fee promptly.
- 2.5 The decision of the Board to accept or decline an application for membership may be appealed to the Annual General Meeting where a simple majority vote is final and may not be further appealed.
- 2.6 EPOA will inform all members about new member Pride organisations in the regular Newsletter and on social media. A list of all members will be maintained on the EPOA website and published in the Annual Report.

Full Members

- 2.7 The organisation shall collect an annual membership fee from its Members according to the following scale based on the member's annual turnover as shown in last full financial accounts.

Annual turnover	Fee
€0–50,000	€50
€50,001–75,000	€100
€75,001–100,000	€200
€100,001–200,000	€400
€200,001–400,000	€800
€400,001-999,999	€1,200
€1,000,000 or over	€1,500

25% of membership fees go to the Solidarity Fund. This percentage is fixed and obligatory and can be invoiced separately upon request.

- 2.8 The fees of any member may be waived in whole or in part by the Board upon written application and a majority vote of the Board in favor of such waiver.
- 2.9 Membership fees are invoiced by the Treasurer in the first quarter of the calendar year and are payable upon receipt. Members are expected to pay within one calendar month.

Associate Members

- 2.10 Any organisation which does not qualify for full membership may apply for Associate Membership.
- 2.11 In order to apply for Associate Membership the applicant has to submit an application form to the board of EPOA.
- 2.12 The Board decides on admitting such organisations to Associate Membership. The Board does not have to give reasons for declining applications for Associate Membership.
- 2.13 The decision of the Board to accept or decline an application for membership may be appealed to the Annual General Meeting where a simple majority vote is final and may not be further appealed.
- 2.14 Associate Members shall not be entitled to vote at the AGM nor are their delegates eligible for election to the Board. They have the right to speak at the AGM and make any motion at the AGM.
- 2.15 An Associate Member may apply in writing to the Board for consideration of becoming a full member if their circumstances change and they believe themselves to now be eligible under the conditions in 2.2.

- 2.16 The fees for Associate Membership are the same as for Full Membership as set out in 2.7, above.
- 2.17 The Board or AGM may award Honorary Membership to any individual or organisation that has, in its opinion, furthered the purpose of EPOA in exemplary ways. Honorary Membership remains valid without renewal until the Honorary Member resigns or the Board or AGM withdraw it.
- 2.18 Honorary Members shall not be entitled to vote at the AGM nor are they eligible for election to the Board. They have the right to speak at the AGM and make any motion at the AGM.

Correspondence with members

- 2.19 It is the responsibility of the member to ensure that EPOA has current contact details for the member organisation's Chair, Secretary and Treasurer.
- 2.20 Any correspondence to members shall be deemed received if sent to the last known email addresses for the member's officers.
- 2.21 EPOA will send regular email newsletters to all members not less than four times each year, including updates on Board meetings and activities.

Chapter three: Annual and Extraordinary General Meetings

- 3.1 The Annual General Meeting (AGM) shall be held at least once each calendar year and not later than fifteen months following the adjournment of the previous AGM.
 - 3.1.1 The Board shall invite Members to the next AGM with details about the precise date and location of the next AGM at least 90 days prior to such AGM. No later than 10 days prior to the AGM, all members must receive the Agenda, resolutions and other relevant papers to allow members to prepare for the AGM. This material can be sent by email or by providing members with a link from which all can be accessed.
 - 3.1.2 There shall be a quorum at the AGM if all current Full Members have been invited in accordance with this article and at least half of Full Members are represented (in person or by proxy).
- 3.2 The location and host organisation of the next AGM shall be confirmed at each AGM.
 - 3.2.1 Member organisations shall be invited to submit a bid in writing to the Board of EPOA no later than 30 days prior to the AGM at which the bid will be presented. The bid must include information on the host city, AGM venue, travel information, budget and information on the host organisation(s).

- 3.2.2 The Board will include all valid AGM bids in the AGM papers to all members.
- 3.2.3 The bidding organisation will be present at the AGM and present their bid to members. The time allocated will be advised by the Board in advance but will be no less than ten minutes followed by five minutes for questions.
- 3.2.4 Voting on the host of the AGM shall be by simple majority vote as set out in §3.11 below.
- 3.3 An Extraordinary General Meeting shall be called immediately with the reason for such an Extraordinary General Meeting if the interests of the Association make such a meeting necessary or one quarter of all Full Members request such a Meeting in writing and with the specific reason for such a meeting.
- 3.4 An Extraordinary General meeting can be called by the AGM, a majority of the Board or by at least one quarter of all Full Members.
- 3.5 An Extraordinary General Meeting should be scheduled to take place no later than 90 days after a motion to call it, which fulfills the demands of §3.4, has been received by the board. Full Members should receive info about time, place and agenda 60 days prior to the EGM.
- 3.6 Each full member present who has paid its membership fee shall have one vote at both an AGM and an EGM.
- 3.7 Decisions of the AGM and the EGM are made by simple majority of the votes cast, unless the Constitution specifies otherwise. Changes to the Constitution, Removal of the Board before the end of the term as well as the dissolution of the Association require a two-thirds majority of the votes cast. Votes may be open by a show of hands or be conducted via a named online ballot system notified to members at least seven days in advance of the AGM or EGM. Abstention shall not count as cast votes.
- 3.8 The AGM may add items, with the exception of proposals to change the Constitution, to remove the Board before the end of the term or the dissolution of the Association to the Agenda, at the beginning of the AGM. Proposals to change the Constitution, to remove the Board before the end of the term or the dissolution of the Association can be voted on at the AGM only, but must be confirmed either by an Extraordinary General Meeting called by the board no sooner than 90 days after the conclusion of the AGM, or if the AGM so decides at the next AGM. The Board shall include these proposals in the Agenda for the Extraordinary General Meeting. A motion to remove the Board must be carried by two thirds of the votes cast in favour of the motion at the AGM and subsequently be confirmed by the EGM or next AGM where the motion must be carried by a simple majority of votes present.
- 3.9 Decisions of the General Meeting shall be entered in the minutes and the minutes shall be signed by the President. Signed minutes from the AGM or EGM must within four weeks after the conclusion of the GM be sent to all Members.

- 3.10 Changes to the Constitution or Bylaws required by the regulatory, judicial or tax authorities for formal legal reasons may be made by the Board to ensure compliance with the relevant laws. The Board has to inform the Members about such changes no later than at the AGM following such changes.
- 3.11 The AGM and EGMs may take place in person and/or electronically. The mode of the Meeting does not affect other clauses in these Bylaws.

Voting

- 3.11 Each credentialed member shall be entitled to one vote. A credentialed member may only vote if the Full Member has paid all due membership fees.
 - 3.11.1 By the roll call at the opening of the AGM at the latest each credentialed delegation shall confirm the name of its voting delegate.
 - 3.11.2 The voting delegate shall cast all votes including proxies and shall be authorised to represent their organisation in signing resolution proposals
 - 3.11.3 The voting delegate may delegate the voting authority to an alternate delegate from the same member organisation.
 - 3.11.4 Full Member associations may carry up to two proxy votes signed over to them by other Full Member associations. Associate Members whose membership primarily consists of Pride organisations shall be entitled to carry a proxy for these full member organisations and represent them at the AGM. The total number of proxies carried by one Associate Member shall be limited to two. An Honorary Member may carry one proxy vote.

Resolutions

- 3.12 Resolutions may either be proposed by the Board or a Member.
 - 3.12.1 Resolutions proposed by a member must be seconded by one other member.
- 3.13 Proposals for resolutions must be sent to the Board no later than 15 days before the AGM, to allow the Board time to send out to members in accordance with §3.1.1.
- 3.14 A resolution shall pass if the majority of votes cast are in favour. Abstentions are not counted for the purpose of calculating the majority of votes.
- 3.15 Resolutions shall remain in force unless in conflict with the Constitution of the organisation or Bylaws or until rescinded or modified by further resolution.

Language

- 3.16 The official language at the AGM shall be English. Sign Language interpretation and translation into other languages will be offered where appropriate.

Chapter four: Board

- 4.1 The Board shall consist of:

- a) President (who may also be referred to as 'Chair')
- b) Secretary
- c) Treasurer
- d) Membership Coordinator
- e) EuroPride Coordinator
- f) Communications Coordinator
- g) Human Rights Coordinator
- h) Conference Coordinator

In seeking to fill these positions the organisation will strive to reflect the diversity of the membership.

- 4.2 The task of the Board is to run the organisation. Reasonable expenses for duties fulfilled by a Board member shall be reimbursable with the approval of the Board. 'Reasonable expenses' includes expenses for transport and accommodation in connection with the business of the Association stipulated by the by-laws. It is the responsibility of the Board to always show cost-awareness.

- 4.3 Members of the Board may claim a per diem payment for subsistence and other costs associated with attending Board Meetings and conducting other business of the Association when they are away from their home city. Receipts are not required for the per diem payment and it may be paid in advance. The annual per diem rate will be set by the Board at the first Board Meeting after each AGM and shall not exceed 50% of the European Commission per diem rate for the country visited.

- 4.4 Duties of the President / Chair

- a) Represent the organisation outwardly in legal and other matters together with any other Board Member.
- b) Chair all Board and General Meetings
- c) Provide vision and direction to the Association
- d) Report to the AGM about EPOAs development since the last AGM.
- e) Explore funding opportunities
- f) Negotiate with potential sponsors about sponsorship opportunities.
- g) Exercise and perform such other powers and duties as may from time to time be assigned by the Board or prescribed by the AGM

4.5 Duties of the Secretary

- a) Give notice of all meetings of the Board
- b) Minute all plenary sessions of the AGM
- c) Minute all meetings of the Board
- d) Maintain a current roster of Board members
- e) Supervise the keeping of all records of the Organisation including but not limited to the archive of the organisation
- f) Prepare and submit all reports as required by law or the Board excluding those falling within the duties of other Board members.
- g) Act as the correspondent for EPOA conducting any necessary correspondence including invitations to the AGM if such correspondence is not part of the duties of another Board member.
- h) Have such other powers and perform such other duties as may be prescribed by the Board or the AGM.

4.6 Duties of the Treasurer

- a) Receive and safely keep all funds of the Organisation and deposit them in the Organisation's accounts
- b) Be the second signatory on the bank account of the Organisation and a signatory on other financial documents as needed
- c) Supervise the keeping of all financial records of the Organisation
- d) Prepare and submit all financial reports as required by law or the Board
- e) Present a financial report at all meetings of the Board and at the AGM
- f) Have such other powers and perform such other duties as may be prescribed by the Board or the AGM.
- g) Collect annual turnovers from members, determine fees and issue invoices to members in accordance with §2.7.

4.7 Duties of the Membership Coordinator

- a) Maintain EPOA's database of members and Pride organisers throughout Europe
- b) Report to the AGM about the Membership situation of the organisation.
- c) Undertake such activities as required to encourage Pride organisations to join EPOA, and maintain records of contacts in the database.
- d) Monitor the creation of new Pride organisations to include them in the EPOA database.
- e) Have such other powers and perform such other duties as may be prescribed by the Board or the AGM

4.8 Duties of the EuroPride Coordinator

- a) Keep in contact with the organisers of EuroPride events.
- b) Support the EuroPride organisers in their outreach.
- c) Maintain awareness of the financial situation of EuroPride organisers
- d) Report to the Board about the preparation of the EuroPride events
- e) Support prospective applicants

- f) Exercise any powers vested in them by the EuroPride licensing agreements to check, verify and audit EuroPride organisers and make any declarations necessary together with the President if so deemed necessary
- g) Report to the AGM about the situation of the EuroPride organisers.
- h) Have such other powers and perform such other duties as may be prescribed by the Board or the AGM

4.9 Duties of the Communications Coordinator

- a) Maintain an international media and PR database
- b) Liaise with the media and try to obtain coverage for EPOA and its members
- c) Produce Newsletters in accordance with §2.21.
- d) Prepare and issue press releases together with the President
- e) Manage the website of EPOA.
- f) Report to the AGM about communications activities and trends
- g) Update and maintain EPOA's social media presence
- h) Ensure correspondence with members, with the exception of newsletters, as stipulated in §2.19 and §2.20.
- i) Have such other powers and perform such other duties as may be prescribed by the Board or the AGM.

4.10 Duties of the Human Rights Coordinator

- a) Liaise with LGBTI+ and other human rights organisations
- b) Monitor the human rights situation and development within the scope of EPOA
- c) Liaise with other national and international political organisations and institutions at national, European and international level
- d) Work with individual Members to support them in their effort in establishing and extending their political focus and human rights advocacy
- e) Report to the AGM about the human rights and political situation
- f) Have such other powers and perform such other duties as may be prescribed by the Board or the AGM.

4.11 Duties of the Conference Coordinator

- a) Keep in contact with the hosts of the next EPOA conference and help them in organising the conference including, but not limited to finalising the dates, the conference facilities, accommodation and accompanying program.
- b) Coordinate the agenda, contents and materials for the EPOA conference and collaborate with the Secretary in sending these to members in accordance with §3.1.1.
- c) Coordinate bids for the EPOA AGM and provide support to bidding organisations.
- d) Be responsible for overseeing the smooth running of the AGM.
- e) Coordinate the hosting and logistics of Board meetings.
- f) Have such other powers and perform such other duties as may be prescribed by the Board or the AGM

Election

4.12 Nominations

- 4.12.1 Nominations will be accepted at the AGM.
- 4.12.2 Nominations may be made by credentialed delegates only.
- 4.12.3 The board may ask members to nominate candidates prior to the AGM
- 4.12.4 Subject to the above, a nominee may nominate themselves.
- 4.12.5 An individual may accept a nomination for only one position.
- 4.12.6 A nominee at the time of nomination must be affiliated to a full member organisation. They do not have to be a board member of the full member. In case of doubt, the nominee has to prove that he is affiliated to a full member (e.g. by providing a letter or proxy from the member organisation).
- 4.12.7 No more than one person from a single organisation may be elected and in the event that more than one is nominated there shall be a ballot of the AGM to determine which name shall go forward.
- 4.12.8 A nominee in extraordinary circumstances is not required to be present at the AGM after approval by the board. Nominees who are not present at the AGM must have submitted a video presentation before the AGM, which must have been made available to all full members. If a nominee is not present at the AGM the nominee must be available for a video conference call with the AGM at a time that suits the AGM, during which credentialed members are able to ask questions of the nominee. If no such video conference is made, the nomination falls.
- 4.12.9 To be nominated/elected as EuroPride Coordinator the candidate has to have served on the board for at least one year or have been involved in arranging a EuroPride event within the past five years.
- 4.12.10 During the period starting with the AGM at which the EuroPride is awarded and ending at the AGM following the event, no representative of the organisation awarded the EuroPride title can be President, Treasurer or EuroPride Coordinator.

4.13 Candidate Presentations

- 4.13.1 Before elections all candidates shall address the AGM.
- 4.13.2 Time will be allocated at the AGM to interview the nominees. Nominees not present, must make themselves available for a video conference call with the AGM as stipulated in §4.12.8.

4.14 Voting

- 4.14.1 Each full member shall have one vote and may hold up to two proxies.
- 4.14.2 Only the delegate of a credentialed member organisation may cast this vote.
- 4.14.3 Voting will take place by secret ballot if there are more candidates than positions or if two of the full members present so demand. Otherwise voting may be by show of hands.
- 4.14.4 A Returning Officer appointed by the AGM shall supervise the election. They and/or their member organisation may not be a nominee.
- 4.14.5 The candidate receiving the most votes shall be elected.
- 4.14.6 In the event of a tie the voting process will be repeated.
- 4.14.7 Full Members are allowed to carry proxies for other Full Members and Associate Members whose membership primarily consists of Pride Organisations shall be entitled to carry proxies for these Full Member Associations and represent them at the AGM or EGM. The total number of proxies carried by a Full or an Associate Member shall be limited to two. No Associate Member shall be entitled to vote on their own behalf.

4.15 Replacement of a Board Member

- 4.15.1 A vacancy shall arise in the event of the resignation, death, incapacity or removal of a Board member.
- 4.15.2 A Board member shall be removed where one or more of the following shall occur:
 - 4.15.2.1 A Board Member shall be convicted of a serious criminal offence provided that the Board may take into account the gravity of such offence and may by two-thirds majority resolve not to remove that officer:
 - 4.15.2.2 A Board Member is judged unanimously by the rest of the Board to have:
 - a) committed any act of fraud or dishonesty relating to their role and responsibilities as a Board member or
 - b) not carried out their responsibilities as a Board member or

- c) shall have acted contrary to the aims and objectives of the Association or
- d) shall have otherwise brought the Association into disrepute.
- e) not attended more than half of all board meetings in a calendar year without reasonable excuse.

4.15.3 A decision to remove a Board member takes effect immediately and will be communicated to the members within three working days. The decision may be appealed at the next AGM.

4.15.4 Where a vacancy shall arise the Board may appoint a temporary replacement or re-assign the responsibilities until an election of a new Board member can be held at the next AGM.

4.15.5 Where a temporary replacement is appointed by the Board under §4.15.4 the time served between appointment and the first AGM or EGM at which they can stand for election does not count towards the four-term limit specified at §4.16.2.

4.16 Term of Office

4.16.1 The term of office is two years.

4.16.2 No one shall serve more than four consecutive terms in any combination of offices.

4.17 Board Meetings

4.17.1 Board members shall meet at least twice a year between AGMs. An extraordinary Board Meeting may be called at any time if three or more Board members so request.

4.17.2 Board Members are reimbursed for their travel and accommodation expenses by the organisation.

4.17.3 Meetings may take the form of meetings in person or by electronic means.

4.17.4 A quorum of the Board shall be four.

4.17.5 No meeting shall be valid unless a minimum 72 hours' notice has been given of meetings by electronic means or 21 days' notice for any meeting in person. Notice is by email at the official EPOA email account.

4.17.6 A Board Member is not entitled to vote on issues relating to themselves, their interest or the interests of the member they represent. They may be asked to leave the Board meeting during such discussion and vote. The rest of the Board decides with a

simple majority whether the Board Member in question shall leave that part of the meeting. The decision shall be entered in the public minutes.

- 4.17.7 The Board may use online tools for discussion and recording of decisions between Board meetings. These online tools will be archived each year ahead of the AGM and stored on EPOA's archive system and these form part of the Minutes of the Association.

Chapter five: Dedication of assets and dissolution

- 5.1 The profits and assets of the Association are irrevocably dedicated to public or charitable purposes.
- 5.2 No part of the net earnings, properties or assets of the Association on dissolution or otherwise shall inure to the benefit of any individual or private person or any member, officer, employee or director of the Association.
- 5.3 On liquidation or dissolution all properties, assets, and obligations shall be distributed and paid over to an Association dedicated to the same or similar purposes.
- 5.4 Decisions on the dissolution of the Association may only be made by an affirmative two-thirds majority of the votes cast at the AGM. Abstentions shall not be included in the basis for calculating this two-thirds majority. Such decision on the dissolution of the Association may only be passed if the membership was informed about this motion no later than with the invitation to the AGM sent out in accordance with § 3.1.1.

Chapter six: Amendments to the Constitution

- 6.1 Any suggested amendments to the constitution shall be submitted in writing to the Board three months prior to the AGM.
- 6.2 Constitutional amendments may only be made by an affirmative two-thirds majority of the votes cast at the AGM. Abstentions shall not be included in the basis for calculating this two-thirds majority.
- 6.3 Such decision on constitutional amendments of the Association may only be passed if the membership was informed about this motion no later than with the invitation to the AGM.

Chapter seven: EuroPride

- 7.1 The vision of EuroPride is: "EuroPride is the celebration of Lesbian, Gay, Bisexual, Trans and Intersex (LGBTI+) solidarity throughout Europe. It is for every citizen (LGBTI+ or other) in Europe and aims to promote universal human

rights, diversity, equality and inclusion for all as well as the variety of LGBTI+ culture.”

7.2 Licensing the title "EuroPride"

7.1.1 EPOA licenses the title "EuroPride (year)" only to a member in good standing. The organisation applying must have been a member one year prior to the application and remain a member for at least one year after the event (for evaluation purposes).

7.2.2 This member must have organised at least two Pride events within the last four years. It is required that the decision to award the title shall take place at the Annual General Meeting (AGM) of EPOA three years before the proposed event. The title will be officially licensed to the selected member after the decision at the Annual General Meeting (AGM) and signature of the license agreement, which authorises the member to bear the title until the day after the closing ceremony of the event. This decision authorises the member to use the title "Organiser of EuroPride (year)".

7.2.3 No one is allowed to use the EuroPride title until they have delivered a signed contract to the Board of EPOA containing the terms and conditions upon which usage of the EuroPride title is authorized by EPOA. Such licensing agreement shall be entered into within 120 days of the conference at which the title is awarded.

7.2.4 EPOA reserves the right to withdraw the title at any time, if the title is used contrary to the bylaws or the subsequent provisions of the contract. The selected member shall give reports at the Annual General Meeting of EPOA and twice a year to the Board of EPOA.

7.2.5 The Board can decide to waive certain aspects of the rules and procedures related to the attribution of the EuroPride license. This will only be done in fully documented and appropriate requests from the applicant.

7.3 Bidding for EuroPride

7.3.1 Pride organisations wishing to bid shall send a letter of intent to apply to the Board of EPOA before 31 March three years prior to the proposed date of event. This can be done as an attachment by e-mail, but on official letterhead.

7.3.2 Each applicant shall send a bid book by email in English to EPOA 60 calendar days prior to the starting date of that year's AGM. An application fee of 250 EUR must be paid within two weeks of the application. The applicant must be present at the next AGM.

7.3.3 The bid book must include:

- a) Name, full postal address, telephone and email addresses of the candidate and contact person(s).
- b) A full description of the history and legal status of the organisation and its structure.
- b) The proposed date of the event(s) and the geographic location and a timeline for the two years leading up to the events (including any EPOA events, such as the AGM).
- c) Details of the proposed program including an Opening Ceremony, a March/Parade, a Human Rights event and a Closing Ceremony.
- d) A business plan for the event including a full budget, organisational structure and key personnel.
- e) An outline marketing and communications plan for the 18 months leading up to the event including a timetable, event format and costs.
- f) A full description of the political context of the program, its projected impact on a European scale and how the program of the event will contribute to the vision of EuroPride.
- g) General information about the city/region/country including international airport location, transportation, health and safety issues, accommodation location and costs.
- h) A brief description of LGBTI+ life in the host city/region/country.
- i) A description of any special political, cultural or social reasons for hosting the event.

7.3.4 Applications are required to be accompanied by the following documents. If any of these documents cannot be obtained, a reason must be given, why such documents are unobtainable.

7.3.4.1 Letters of support from:

- a) LGBTI+ organisations within the region in which the event(s) will take place exhibiting the support of the region
- b) The mayor, the city, the government, local and national politicians
- c) LGBTI+ businesses
- d) Media
- e) Prospective sponsors
- f) Local tourism authorities
- g) Travel partners (airlines, hotels, travel agents) and other cooperation partners, etc.
- h) Human rights organisations

7.3.4.2 Full audited financial information for the past three years, including balance sheets and other related documents clarifying the solvability and financial health of the member organisation.

7.4.5 The application must comply fully with these Bylaws and the Constitution of EPOA.

- 7.4.6 The applicant must attend the Annual General Meeting of EPOA where the application is considered and all subsequent Annual General Meetings prior to and at least one after the event.
- 7.5 The decision to award the title EuroPride will be taken by secret ballot at the AGM with a simple majority vote.
- 7.6 It is the task of the selected member to be present at the following four AGMs to give reports and to host the AGM the year before their licensed EuroPride takes place. The licensing agreement will specify regular reports and the communications policy and contacts.
- 7.7 The applicant shall keep EPOA informed about the organising of the event and any probable or emerging difficulties.
- 7.8 The selected member shall pay an unredeemable licensing fee of a total of 10,000 Euros before the event and a share of the potential profit from the EuroPride event not exceeding 10,000 Euros.
- 7.9 A payment plan for the licensing fee shall be set out in the licensing agreement.
- 7.10 The Board can choose to withdraw the license in the following circumstances:
- 7.10.1 The licensee does not respect the vision of EuroPride
 - 7.10.2 The licensee fails to deliver proper planning and details to the event, one year before the event is to take place.
 - 7.10.3 The licensee faces financial issues such as deficit, bankruptcy or other related situations.
 - 7.10.4 The licensee ceases to exist.
 - 7.10.5 The licensee sells or passes on the EuroPride license to a third (commercial) party.
- 7.11 A decision to withdraw the license has to be made by two-thirds majority of the Board. Any licensee can contest the decision made by the board at the next AGM. If the Board withdraws the license and the AGM supports the Board's decision the licensee loses the right to use the EuroPride name and everything related to it. Withdrawal of the license, for whatever reason, will always result in penalty fees. The licensee will be required to pay 50% of the license fee in damages to EPOA. An alternate host may be selected by the AGM, at the latest one year before the initial event was to take place. This alternate host will receive the title and the right to host EuroPride in case the principal host is in default or chooses not to deliver the EuroPride event.
- 7.12 The Board will ensure that 'EuroPride' and all similar marques are a registered trade mark with the EU IPO and similarly protected in non EU nations, and will enforce the Association's intellectual property rights as appropriate.