

**E**stablished in 1898, the Hawai'i Island Chamber of Commerce (herein "Chamber") is a private, non-profit organization comprised of businesses and professionals in the community who work together to make Hawai'i Island a better place to live and do business. The purpose of the Chamber is to provide leadership via services and advocacy for the business community while promoting the economic well-being of Hawai'i Island as a whole.

## DEFINITIONS

**Business:** A company or organization that is interested in the affairs of the business community of the Island of Hawai'i and who supports the purpose and objectives of the Chamber. Those who may be considered Hawai'i Island units, branches, departments, or subsidiaries of larger off-island and distinct enterprise units of larger Hawai'i Island organizations may be considered individual entities separate from their "parent" organizations.

**Member:** Owners or employees of the business. Each business is entitled to a specific number of members according to dues paid. Members are selected by the business and are entitled to all the benefits of active membership including, but not limited to: voting at Chamber general membership meetings and the annual installation banquet; a membership card; and member discounts. Unless so named, employees of a business are not considered members but are entitled to discounts at Chamber functions. A business has the option of paying for additional members. Individual and student members have no business affiliation and are the sole members. They are entitled to some or all of the benefits of active membership.

**Primary Contact:** One member per business is designated by the business as a primary contact. This member will be contacted for updates and questions regarding the business and shall be responsible for notifying the Chamber of any changes to membership, including the replacement of a business' members.

## TYPES OF MEMBERSHIP

**Active Membership:** Any person engaged in business or who is interested in the affairs of the business community of the Island of Hawai'i and who supports the purpose and objectives of the Chamber, shall be eligible for active membership.

**Life Membership:** The Board of Directors may, by two-thirds vote of its total membership, confer life membership on deserving persons. Life members shall be entitled to all the benefits of active membership, including the right to vote and hold elective office, and shall not be required to pay dues.

**Individual Membership:** Persons who wish to join the Chamber as an individual, *without any business affiliation*, are eligible for individual membership in the Chamber. Individual members shall be entitled to all the benefits of active membership, including the right to vote and hold elective office, and shall be required to pay dues as set forth by the Board of Directors.

**Student Membership:** Students wishing to join the Chamber must be enrolled in post-secondary institutions of higher learning and carrying class loads of 9 or more credits per semester. They may join under individual names, not businesses. After Board approval, they shall be entitled to all the benefits of active membership, excluding the right to vote and hold elective office, and shall be required to pay dues as set forth by the Board of Directors. Student members may pay dues by semester or academic year. A membership decal will be given to those who submit dues payment by academic year.

All Chamber members in good standing shall be listed electronically on the Chamber's website. Any member desiring to not have their name published in this manner shall notify the Chamber in writing.

## APPLICATION PROCESS

Those desiring Chamber membership shall complete the membership application form and submit it with the appropriate payment to the Chamber office. Applications will be reviewed by the membership committee. An initial administrative fee also is charged to process the application. Applicants are presented for approval at the monthly Board of Directors meeting. Membership is effective the first of the month following Board approval. After Board approval, new members receive a new member packet that includes a membership card, discount cards, member window decal, and information about member benefits.

In the event of a rejection of a membership application by the Board, an applicant shall not again be eligible for membership for a period of one year. Chamber bylaws state that the Board may reject any membership application and they have sole and absolute discretion to accept or reject any membership application.

## MEMBERSHIP RENEWALS

Membership renewals are based on a fiscal calendar, July 1 to June 30. Businesses will be billed for the upcoming fiscal year based on current Chamber data. Individual and student members will be billed on a flat rate. Businesses will be asked to confirm their current employee count with membership renewal payment.

The Board of Directors may terminate any member from membership for nonpayment of dues or fees or take such other action as it may deem fit with respect thereto. Requests for additional time to submit payment may be considered by the Board of Directors.

Any member who does not renew membership for at least two consecutive fiscal years and who wishes to apply for Chamber membership will be considered a new member and pay the new member administration fee.

## MEMBERSHIP BENEFITS

Members are entitled to all the benefits of active membership including, but not limited to, voting at Chamber general membership meetings and the annual installation banquet, a membership card, member discounts, and *The Chamber Connection* monthly newsletter.

Only the primary contact shall receive a membership decal for posting at the place of business. Unless so named, employees of a member business are not considered members but are entitled to discounts at Chamber functions. Guests of members who are not employees of a member business are not entitled to discounts at Chamber functions.

## MEMBERSHIP CHANGES

The primary contact is responsible for notifying the Chamber of any changes to a businesses or member's membership. Changes include mailing address, phone number, fax number, e-mail address, business classification, name changes, and member replacements.

In instances where a member is replaced, the replacement member will be mailed new membership and discount cards.

Members who transfer to another business that is a member of the Chamber and wish to become a member under their new business must seek approval from the primary contact of their new business. The primary contact shall authorize the transfer and notify the Chamber of the change. The request shall be granted provided the business has not exceeded the number of its entitled members.

Employees desiring to be added as a member under their business must seek approval from the primary contact of the business. The primary contact shall authorize the addition and notify the Chamber of the change. The request shall be granted provided the business has not exceeded the number of its entitled members.

On occasion, a business or member may decide to terminate membership prior to the end of the membership year. Since membership dues are non-refundable and membership is valid until June 30, the members may keep their membership and discount cards.

## FAIR SHARE DUES STRUCTURE

Membership dues are determined by the total number of employees (part-time and full-time) in a business.

New members will pay the full-year dues regardless of the month they join the Chamber. In the following year, those members will be credited for the number of months in the previous year in which they were not Chamber members.

Membership dues for individual and student members shall be based on a special rate depending on the type of membership desired.

Those desiring Chamber membership but who may not be able to submit dues payment due to financial constraints may submit a request for a membership trade-out in exchange for services provided. Cost for services shall be equal to or greater than the amount of membership dues owed according to the fair share dues structure. Requests for trade-outs must be submitted in writing for consideration and approval by the Board of Directors. The request shall detail the services the applicant shall provide in exchange for membership.

Membership dues are tax deductible, but non-refundable.



## SPECIAL INVESTOR MEMBERSHIP LEVELS

The Chamber also offers five optional special investor memberships: Topaz, Ruby, Sapphire, Diamond, and Emerald. Members at these levels are entitled to the following additional benefits:

	# members	Weekly e-blast Advertising	Thursday e-blast Advertising	Web Advertising
Topaz	10	4 square ads	X	Large rectangle ad (3 mo.)
Ruby	12	6 square ads	X	Large rectangle ad (4 mo.)
Sapphire	16	8 square ads	4 bottom banner ads	Large rectangle ad (6 mo.)
Diamond	18	12 square ads	6 bottom banner ads	Large rectangle ad (12 mo.)
Emerald	20	Unlimited square ads	Unlimited top banner placement	Top banner ad (12 mo.)

All special investors receive special recognition on Chamber website, in the e-newsletter, related Chamber publications, all Chamber events, and social media.

For a full list of special investor benefits, visit [https://www.hicc.biz/about-hicc/#special\\_investors](https://www.hicc.biz/about-hicc/#special_investors)

## HICC FAIR SHARE DUES SCHEDULE

Membership Category	Dues amount per year	Number of allowed member representatives
Student (UHH or HCC)	\$25/year	1
Individual (No business affiliation)	\$150	1
Business Membership Levels		
1 to 2 Employees	\$200	2
3 to 6 Employees	\$230	2
7 to 10 Employees	\$260	3
11 to 15 Employees	\$320	3
16 to 20 Employees	\$375	4
21 to 25 Employees	\$430	4
26 to 30 Employees	\$490	4
31 or more <sup>ii</sup> (Add \$5 per employee over 31 to a max of \$900)	\$550-\$900	5- 8 <sup>ii</sup> (+1 rep. per \$100 over \$550)
Special Investor Membership Levels		
Topaz +	\$1,000	10 *
Ruby +	\$1,500	12 *
Sapphire +	\$2,000	16 *
Diamond +	\$3,000	18 *
Emerald +	\$5,000	20 *

\*For Special Investors who would like to add additional representatives, please add \$100 per representative.

+ Please contact HICC for more information and benefits included with this unique Special Investor opportunity.

<sup>ii</sup> Example: 70 employees = \$745 with 6 member Representatives (\$550+ 39X\$5= \$745)



# Membership Policy



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