



General Circular: 28/2020 [GC 28_2020]

To: All Members of the Institute

Date: 18 December 2020

Subject: Annual Membership Subscription for the year 2021

Dear Colleagues,

Please find herewith attached the Notification for the renewal of the **annual Members' subscription for the year 2021**.

The renewal of the Members' subscriptions must be made by **31 January 2021** at the latest using the attached notification form and the payment of the subscription may be done by one of the ways mentioned on the form.

For speedier and more convenient transaction, you may elect to make the payment via the Institute's website www.icpac.org.cy or JCCsmart.

In the context of the continuous upgrading of ICPAC's services and digital transformation, the renewal of the annual subscription has been automated and thus an invoice will be sent by e-mail on **7th of January 2021**, concerning the annual membership fee for the year 2021.

The **active members' subscription remains at €180 and for the fully retired members at €20**. Recognizing the financial difficulties of the times, and the Coronavirus SARS-COV-2 (COVID-19) pandemic, the Council decided to retain the subscription for the year 2021 at **€50 for those Members who are unemployed** (provided that they fill in the specific form found on the Institute's website under the category member forms together with the necessary supporting documents).

Members' Benevolent Fund:

The purpose of the Members' Benevolent Fund of the Institute is to provide comfort to those Members and their dependents that face serious financial problems. This Fund requires reinforcement and we will appreciate it if you add your voluntary contribution to the attached remittance advice.

As per Regulation 6.100 (Renewal of Annual Membership Subscription), if any member does not settle his / her annual membership subscription by 30/06/2021, then the annual membership subscription will automatically be charged an additional charge equal to 50% of the amount of the annual subscription. Additionally, if by 30/09/2021, the member fails to

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arrange the renewal of his subscription and the additional charge, he or she will be automatically removed from ICPAC Member Registry.

Updating of personal member's details:

You are prompt to update your personal details (if you have not done it up to today) directly from the ICPAC website via your personal account (after logging in) to the “change profile details” or by filling the attached related document «*Change of personal details form*» so that communication with you remains unhindered.

Further, Due to the enforcement of GDPR, please note that (for those who have not done so yet) the Personal Data Processing & Privacy Information Notice is also completed and signed. It is important to note that the section mentioned in the Personal Data Processing & Privacy Information Notice should be clearly state your preferences / consent as reflected therein.

Removal from ICPC Members' Register:

If you do not wish to continue to be a Member of ICPAC, you should inform the Institute of your intention and return the original Member Certificate issued to you by the Institute

Please do not hesitate to contact us for any additional clarification required.

In addition, it is stressed that **this circular and attached documents will be available on the Institute's website as well.**

Yours sincerely

Irene Loizidou
Head of Admissions and Licensing