

# **Articles of Association**

Katzlerstraße 5

D-10829 Berlin

## **PREAMBLE**

On Friday, February 19, 2016, a meeting took place at Katzlerstr. 5 in Berlin. Out of this meeting a non-profit association with the name SUPPORT ET PARTAGE was founded.





#### § 1: NAME, SEAT, FISCAL YEAR, DURATION AND LANGUAGE

#### §1 - Artikel 1: Name

The Association bears the name SUPPORT ET PARTAGE. Translated it has the meaning "Support and Share".

It will be entered in the Register of Associations.

#### § 1 - Artikel 2: Seat

It has its seat in Katzlerstr. 5, 10829 Berlin. The seat of the association can be moved to any place within the Federal State of Berlin by simple majority decision of the general meeting.

#### § 1 - Artikel 3: Financial Year

The financial year is the calendar year and runs from January to December each year.

#### § 1 - Artikel 4: Duration

SUPPORT ET PARTAGE 's Life time is not limited.

## § 1 - Artikel 5: Languages

- German
- French
- English

# § 1 - Artikel 6: Political and Religious Independence

The Association is completely independent of any political or religious affiliation.

#### § 2: PURPOSE

Purpose and Aim of the association is:

- the promotion of the idea of international understanding and the friendly, solidary relations and the living together of Germans and Cameroonians.
- the promotion of exchanges in the Fields of Arts, Culture, Sport and the organisation of activities linked to these Cultures.
- the general promotion and support of Cameroonians, their customs and traditions the further development of the integration idea and approach to the integration of Cameroonians into the social Life in Germany.

The following measures should serve to achieve the purpose of the Association:

- Creation of meeting places for an international audience and intercultural dialogue by organising joint and intercultural gatherings, social, cultural and sporting events and other leisure activities which serve to promote international understanding and contacts between domestic and foreigners in a targeted manner, but which do not pursue any economic purposes, e.g. information and discussion events, sports tournaments, traditional holidays, musical events, etc.
- Integration and cultural work by organising discussion events and meetings in which problems and questions are presented and discussed, as well as mutual moral support and assistance for integration into German Society.



In order to achieve its goals, the association cooperates with cultural tax-privileged Institutions of the city of Berlin, tax-privileged similar associations in Germany and all other tax-privileged Institutions and Associations that contribute to the support of the goals of the association.

## § 3: CHARITY

# § 3 -Artikel 1

The association is selflessly active; it does not primarily pursue its own economic purposes.

# § 3 -Artikel 2

The work of the Association is not aimed at making profit.

#### § 3 -Artikel 3

The members of the Association do not receive any benefits from the association's funds.

#### § 3 -Artikel 4

No Person may be favoured by expenses that are allied to the purpose of the Association or by disproportionately high Remuneration.

## § 3 -Artikel 5

All Officeholders are volunteers. Any decision to amend the statutes must be submitted to the competent tax office before registration at the Court of Registration.

## § 3 -Artikel 6

The members of the Association shall not receive any shares of the Assets of the Association upon their resignation or upon dissolution or cancellation of the Association.

## § 3 -Artikel 7

The funds of the Association may only be used for purposes in accordance with the statutes.

#### § 4: MEMBERSHIP

#### § 4 -Artikel 1

Anyone can become a member, who

- acknowledges, supports and promotes the Aims, Rights and Obligations arising from the statutes of the Association
- has reached 21 years old at least
- presents a valid Identification document and a valid Address

#### §4 - Artikel 2

Membership requires a personal application to the Association.

#### §4 - Artikel 3

A registration fee must be paid by each member at the time of application. In addition, an annual fee is payable by each member.

The amount of the registration fee of the annual contribution is determined annually at the first general meeting of the fiscal year.

If a member leaves the Association, there will be no refund, even on a pro rata basis, of the contributions and registration fee paid.



# § 4 -Artikel 4

Membership Ends.

- a. with the death of the member.
- b. by voluntary resignation, by written or oral declaration to the Board. There is no period of notice.
- c. By exclusion due to disrespectful behaviour towards other members or grossly negligent or intentional violation of the interests of the Association. Exclusion will be reviewed at the request of a member of the Association. The member will be informed in writing of the intention and reason for the exclusion. Within 14 days after receipt of the letter, the Association member can justify and comment. The exclusion will be pronounced by the Board and communicated in writing.
- d. by omitted payment of membership fees. e. three consecutive unexcused absences from the general meetings.
- e. three consecutive unexcused absences from the general meetings.

## § 5: ORGANS OF THE ASSOCIATION

The organs of the association are:

- · the General Meeting
- · the executive Committee

## § 6: THE GENERAL MEETING

## § 6 - Artikel 1

The general meeting shall take place once a month. The location of the general meeting is communicated to all members in writing at least 5 days before the meeting.

## § 6 - Artikel 2

The general meeting is only quorate if at least 2/3 of the members of the association are present. If this number is not reached, a second general meeting must be convened within two weeks; this meeting shall constitute a quorum regardless of the number of members present, which must be indicated in the invitation.

## § 6 - Artikel 3

Extraordinary General Assemblies shall be convened by the Executive Committee if the interests of the Association require it or if 1/3 of the members of the Association so request, giving reasons

#### § 6 - Artikel 4

The General Assembly of Members shall take its decisions by show of hands with a simple majority of the members present and entitled to vote (i.e. abstentions and invalid votes become no votes).

In the case of decisions by show of hands, in the event of a stalemate, the vote of the chairman shall prevail. In the event of a tie between two candidates for the same office, a decision shall be taken by drawing lots.



# § 6 - Artikel 5: Tasks of the general Assembly

The General Assembly shall in particular have the following tasks:

- the appointment and dismissal of the Board of Directors
- · receipt and resolution of the annual and cash reports as well as the auditors' report
- resolution on the determination of the registration fee and membership fees
- · resolution on measures for material or financial support of members
- · approval of all rules of procedure for the Association's bodies
- dissolution of the Association

## § 6 - Artikel 6: Amendment of the Statutes

A 2/3 majority is required to amend the Statutes. The amendment of the statutes can only be voted on in the General Assembly if this item on the agenda was referred to in the invitation to the General Assembly and both the previous and the planned new text of the statutes was attached to the invitation.

## § 7: THE BOARD OF DIRECTORS

## §7 - Artikel 1

The executive committee represents the association in and out of court. The executive committee works on a voluntary basis.

#### § 7 - Artikel 2

The executive committee is elected by the general meeting with a simple majority of the members present for a period of one year. The election is held separately for each member of the board.

# §7-Artikel3

The Executive Committee is composed of

- a Chairmans
- a Deputy Chairmans
- a secretary
- a Deputy secretary
- a Treasurer

#### §7 - Artikel 4

Board is responsible for the management of the current business of the Association.

#### §7 - Artikel 5

If a member of the executive committee resigns from the executive committee within the legislative period, new elections will be held within one month.

#### §7-Artikel6

For legal transactions to be valid, the signatures of the chairman of the board and one other board member are required. OR The members of the board are individually authorized to represent the Association in legal transactions.

## §7 - Artikel7

The respective acting members of the Board remain in office after the expiry of their term of office until their successors have been elected.



#### §7 - Artikel 8

The Board meets as required, but at least twice a year. The place and form of its meetings are determined by the Board itself. At least two members may request an extraordinary meeting of the Board, stating their reasons.

# § 7 - Artikel 9:

The Board decides on all measures of the Association, unless they are expressly reserved for other organs of the Association. The board of directors has a quorum if at least half of its members are present. The Board of Directors shall pass its resolution by simple majority. Resolutions of the board are to be recorded in a protocol.

# § 7 - Artikel 10: Eligibility Requirements of the Chairpersons your

- Member of SUPPORT ET PARTAGE for at least one year
- · possession of a residence permit for the FRG
- completion of the 21st year of age on the day of the election

# § 7 - Artikel 11: Eligibility Requirements of pther Board Members

- · Member of SUPPORT ET PARTAGE for at least one year
- · Possession of a residence permit for the FRG
- · Completion of 21 years old on the day of election

#### § 7 - Artikel 12: Functions of the Chairman

- He/she coordinates all activities of the association.
- He/she represents SUPPORT ET PARTAGE wherever necessary.
- She/he is responsible for the general meeting.

## § 7 - Artikel 13: Functions of the secretary

She/he assists the chairman and represents him/her in case of vacancy or illness.

## § 7 - Artikel 14: Functions of the Treasurer

- She/he keeps and manages the assets of SUPPORT ET PARTAGE
- She/he checks the cash and accounts of the board at the end of each financial year.

## § 7 - Artikel 15: Special regulations of the different functions of the board

- A member of the board becomes incapacitated by long
- term illness, death, resignation or leaving the Federal Republic of Germany

## § 8: Breach of duty:

#### §8 - Artikel1

Written records of the resolutions of the meetings of the individual association organs are to be made.

#### §8 - Artikel 2

The minutes are to be signed by the respective minister and the chair of the meeting.



#### § 9: FINANCIAL MEANS

The financial means of the association consist of:

- Registration Fees
- Annual Membership Fees
- · Donations, subsidies and public Aids

## § 10: DISSOLUTION OF THE ASSOCIATION

## § 10 - Artikel 1

The dissolution of the association can only be decided by the general meeting. In this case 2/3 of the members must be present and the motion must receive a 3/4 majority of the members present.

## § 10 - Artikel 2

If the quorum of 2/3 of the members is not reached at the request for dissolution, a second extraordinary general meeting will be convened within the following 15 days. It will then have a quorum without a special quorum.

# § 10 - Artikel 3

In case of dissolution of the association or in case of loss of tax-privileged purposes, its assets will be transferred to a legal person of public law or another tax-privileged body for the purpose of international understanding.

# § 10 - Artikel 4

All resolutions on the use of the Association's assets in the event of dissolution or cancellation must be submitted to the competent tax office for approval before they come into force.

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