

# THE GUILD OF FOOD WRITERS LIMITED

Company number **16451189**

(the **Guild**)

## THE RULES

These rules are the governing rules of the Guild (the **Rules**) and work in conjunction with the Guild's articles of association as may be amended from time to time (the **Articles**), a copy of which are attached to these Rules at Schedule 1. Defined terms used in these Rules have the same meaning as set out in the Articles unless otherwise stated.

In the event of a conflict between the terms set out in the Articles and these Rules, the terms set out in the Articles will take priority over the terms set out in the Rules.

The Board shall be the sole authority for the interpretation of these Rules and the decision of the Board upon any question of interpretation or upon any matter affecting the Guild and not provided for within the Articles of these Rules shall be final and binding upon all the Members.

### **1. Membership**

- 1.1 Membership of the Guild shall be in accordance with the terms set out in the Articles and these Rule. It shall be open to journalists, broadcasters and authors who write about food and who are currently and normally employed as such.
- 1.2 The Guild will have one class of Member who will each have full membership rights as set out in the Articles. For the purposes of subscription fees Members shall be classified into the following subscription classes:
  - i. Ordinary Member, who will be subject to the standard subscription fee;
  - ii. Lifetime Member, who will be eligible for a free lifetime membership;
  - iii. Honorary Emeritus Member, who will be eligible for one year's free membership.
- 1.3 The Board reserves the right to offer honorary or Emeritus membership for subscription fee purposes to any person at its discretion from time to time.
- 1.4 The Board, as defined in the Articles shall be responsible for the election of all Members of the Guild. Candidates for membership may be proposed by any Member of the Guild.
- 1.5 Prospective members may also apply direct to the Board. Any application for Membership will set out details of the candidate's name, include any pseudonyms and addresses, and such other information as the Board shall decide. The application should be supported by published material or recorded broadcast material. The candidature will be included in the agenda of the next Board meeting for consideration as to whether or not they will be accepted for Membership of the Guild.

- 1.6 At that meeting the Board shall consider the application and may, by a simple majority, elect the candidate to Membership, reject the candidate, or postpone the application so that further enquiries may be made. The Board is not required to explain or comment to the applicant on the rejection of an application.
- 1.7 If the candidate be approved, he or she shall thereupon be furnished with a copy of these Rules and the Articles. The newly elected member shall be registered as a Member and entitled to all the benefits and privileges of Membership and shall be bound by the Articles and the terms set out in these Rules.

**2. Subscriptions**

- 2.1 The annual Membership subscription of the Guild shall be the same for all Members, with the exception of:
- i. a discount applying to those Members who meet the criteria in rule 2.3 below; and
  - ii. Members who are elected to the Board, shall be eligible for free Membership for each full Membership year during which they spend any time as a member of the Board.
- 2.2 The annual subscription rate for Membership of the Guild will be decided and agreed by the Board not less than 3 months prior to each Annual General Meeting. The annual subscription rates applying for the forthcoming Membership year will be informed at each Annual General Meeting.
- 2.3 Discounted Subscription Categories

The following Members shall have the discounts set out below applied to their annual Membership subscription:

<u><b>Membership Criteria</b></u>	<u><b>Membership discount applied to the annual subscription fee</b></u>
Members aged 75 and over at the date of Membership renewal (31 December) and who have ten years of unbroken membership	50% discount applied per Membership year
Members aged 80 years and over at the date of Membership renewal (31 December) and who have a minimum of ten years unbroken membership  These Members will automatically be classified as Lifetime Member for subscription fee purposes.	100% discount applied per Membership year
Any Member who has served as President or Vice-President for a full term (5 years).	100% discount applied per Membership year

These Members will automatically be classified as Lifetime Member.	
Any Member who has served as Chair for a full 2 years after having served at least 2 years on either, what was, the Committee [up to DATE Of INCORPORATION] or, what is now, the Board.	100% discount applied per Membership year
Lifetime Member	100% discount applied for lifelong Membership
Honorary Emeritus Member	100% discount applied per Membership year
Winners of the Lifetime Achievement Award at the Guild. These Members will automatically be classified as Lifetime Member.	100% discount applied per Membership year.

### **3. Resignation and expulsion of Members**

- 3.1 In addition to the article 10 of the Articles, any Member may resign from Membership of the Guild by giving to the Board notice in writing to that effect but will be deemed liable to pay the full subscription fee for the year in which the resignation is made.
- 3.2 The Board may at its discretion require the resignation of a Member whom it considers no longer to be eligible for Membership of the Guild for any reason it deems proper, provided that the Member is advised of the Board's intention in writing.
- 3.3 The investigation of any alleged breach of the Articles or the Rules made by the Board shall be conducted by the Board. The Board may call for the attendance of any Member in question.

### **4. Management of the Guild**

- 4.1 The management of the Guild, except as otherwise provided by the Articles and/or these Rules shall be delegated to the Board, who shall manage the Guild in accordance with the Articles and these Rules.
- 4.2 If a Director ceases to hold office in accordance with Article 14, the Director in question shall remain a Member of the Guild unless his or her Membership is resigned in accordance with these Rules or the Articles.

### **5. Financial year**

The financial year of the Guild shall end on 31 December in each calendar year, to which date the annual accounts of the Guild shall be balanced and audited.

### **6. Amendment of Constitution and Rules**

These Rules may be added to, repealed or amended by the Board decided by a simply majority vote and in accordance with Article 13.23 of the Articles.

**Schedule 1**

**The Articles**