



Internal Regulations

These Internal Regulations have been drawn up to supplement the Statute of the Intellivita ETS Association (hereinafter "the Association"), offering practical and clear guidelines for daily associative life. Its purpose is to make participation methods, members' rights and duties, and the fundamental rules that ensure the smooth operation and transparency of our community more accessible, in line with the objectives of promoting human well-being and enhancing everyone's growth potential.

For all legal provisions and aspects not specifically addressed in these Regulations, reference is made to the Association's Statute.

Art. 1 - Purpose and Principles

These Regulations are the operational tool that puts into practice the principles and aims of Intellivita ETS, as defined in the Statute. They promote an environment of collaboration, respect, and shared commitment to pursuing the civic, solidarity, and social utility goals of our Association.

Art. 2 - Who can become a Member and how

- 1. Requirements:** All those who share the values of Intellivita ETS and wish to actively contribute to our initiatives are welcome. There is no discrimination, and membership is open to all interested parties, subject to acceptance of the Statute and these Regulations.
- 2. How to apply:**
 - Prepare a written application addressed to the Administrative Body. The application must include your personal data (name, surname, date and place of birth, nationality, residence, and tax code) and a declaration that you have read and accepted the Statute and Regulations.
 - If you are a minor, the application must be countersigned by a parent or legal guardian.
- 3. Admission process:**
 - The Administrative Body will evaluate your application.
 - If accepted, you will receive a communication and will be registered in the Register of Members. Your membership will be effective from the date of the acceptance resolution.
 - In case of non-acceptance, you will receive a reason within 60 days. You have the right to request that the Assembly of Members decide on your application, if you wish.

Art. 3 - Categories of Members

Intellivita ETS recognizes a single category of members, united by a common commitment to the Association's aims.

Art. 4 - Membership Fees

- 1. Payment** Membership in Intellivita ETS involves the payment of an annual membership fee. The amount and payment methods are established annually by the Administrative Body.
- 2. Validity:** The fee is due for the entire social year, regardless of the time of enrollment.

3. **Non-refundability:** Fees paid are non-refundable, non-revaluable, and non-transferable.

Art. 5 - Rights and Duties of Members

Being a member of Intellivita ETS means being an active part of our community, with rights and responsibilities that contribute to common success.

Your main Rights:

1. **Vote and participation:** After at least 3 months from enrollment, you have the right to vote in the Assembly for important decisions (approval of financial statements, election of corporate offices, statutory amendments). You can participate in Assemblies in person or by proxy to another member (each member can hold a maximum of 3 proxies).
2. **Candidacy:** If you are an adult, you can stand for election to the Association's corporate offices.
3. **Access to documents:** You can consult the corporate books (e.g., members' register, assembly minutes) upon request to the Administrative Body. Consultation will take place at the headquarters and under the supervision of an assigned person.
4. **Active participation:** You have the right to propose initiatives, ideas, and projects in line with the Association's aims.
5. **Benefits:** You may enjoy discounts or special agreements for paid activities (courses, events, etc.) promoted by the Association or our partners.

Your main Duties:

1. **Respect and Conduct:** Always act in accordance with the spirit and aims of the Association, protecting its good name and respecting other members and the corporate bodies.
2. **Observance of rules:** Comply with the Statute, these Regulations, and all decisions made by the Association's bodies.
3. **Fee payment:** Regularly pay the membership fee within the established terms.
4. **Voluntary Contribution:** Although activities are often on a voluntary and free basis, your commitment and the availability of your skills are at the heart of our Association.

Art. 6 - Associative Life and Participation

1. **Volunteering:** Intellivita ETS relies on the valuable contribution of volunteers. If you wish to dedicate your time and energy on a non-occasional basis, you will be included in a special register. It is possible to request reimbursement for actually incurred and documented expenses for volunteering activities, according to the methods established by the Administrative Body.
2. **Activities and events:** Actively participate in events, courses, workshops, and initiatives promoted by the Association. Your presence and feedback are fundamental for the growth of Intellivita ETS.

Art. 7 - Association Bodies and their interaction with Members

The main bodies of Intellivita ETS are the Assembly of Members, the Administrative Body (Board of Directors), and the President.

1. **The Assembly of Members:** It is the supreme body. It is where the most important decisions are made and where you can exercise your right to vote. It is convened at least once a year for the approval of the financial statements. You will receive the convocation via e-mail at least 8 days in advance, with all necessary information (date, time, place, agenda). Assemblies can also take place online, with the same guarantees of participation.

2. **The Administrative Body:** Manages the Association daily and implements the decisions of the Assembly. It is responsible for admitting new members, determining fees, and managing activities.
3. **The President:** Legally represents the Association, convenes, and presides over the meetings of the Assembly and the Administrative Body.

Art. 8 - Exclusion and Withdrawal of the Member

1. **Loss of Member Status:** Membership can be lost due to death, voluntary withdrawal, or exclusion.
2. **Withdrawal:** You can withdraw from the Association at any time by communicating it in writing to the Administrative Body.
3. **Exclusion:** The Administrative Body may resolve to exclude a member in case of arrears (failure to pay fees) or serious violations of the Statute or these Regulations, or conduct contrary to the associative aims. You will receive a reasoned communication and will have 30 days to appeal to the Assembly.
4. **No Refund:** In case of withdrawal or exclusion, fees paid are not refundable.

Art. 9 - Communications

Official communication to and from the Association will primarily take place via the e-mail address provided at the time of registration. It is your responsibility to ensure that the e-mail address is always updated and functional.

Art. 10 - Amendments to the Regulations

These Regulations may be amended by the Administrative Body. Any significant changes will be communicated to the members.

Art. 11 - References to Other Regulations

For anything not expressly provided for in these Regulations, reference is made to the Statute of the Intellivita ETS Association and the current regulations regarding Third Sector Entities.