

# Member Policy

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## 1. Purpose

The purpose of this policy is to define the eligibility for Members and Subscribers of the Association, the membership and subscription categories with corresponding benefits, services and fees.

## 2. Members' Obligations & Rules Governing Conduct

- 2.1 Subscribers and Members must, at all times, observe and comply with the following as applicable to their membership category:
- (a) The Constitution;
  - (b) Association Policies;
  - (c) The Code of Conduct;
  - (d) Requirements applicable to the level of Membership;
- 2.2 The Board shall from time to time prepare and distribute to the Members a new edition of the Code of Conduct.

## 3. Member Categories

The following categories of Membership are available:

- 3.1 **Subscribers**
- (a) Individual Subscriber
  - (b) International Subscriber
  - (c) Regional Subscriber
- 3.2 **Business Member**
- (a) Corporate Member
  - (b) Government Member
  - (c) Tertiary educator Member
  - (d) Non-government organisation (NGO) Member
- 3.1 **Individual Member**
- 3.2 **International Member**
- 3.3 **Regional Member**

## 4. Membership Year

The Association membership and financial year is **1 January** to **31 December**. Once granted membership a member continues to be a member until the 31 December of the year that they became a member unless the membership is terminated in accordance with the Associations Constitution and/or Regulations.

## 5. Approval

Please note that the Board reserves the right to exercise discretion over eligibility for Subscribers and Members and may make exceptions to this policy where deemed to be in the overall best interests of the Association.

## 6. Eligibility for Regional Subscriber

### 6.1 Definition

Zoos, aquariums or wildlife parks residing inside the Australasian region that are seeking a professional relationship with the Association by either becoming a new member of the Association or reapplying for membership after a lapse in membership.

### 6.2 Eligibility requirements:

- (a) Operating in the Australasian region;
- (b) Holding wildlife for the purposes of conservation, education, engagement and research, operate primarily from a fixed site and are open to the community or are a specialist wildlife breeding centre;
- (c) Hold current and relevant licences / permits issued by prevailing authorities responsible for administering the regulation of wildlife exhibition, welfare, biosecurity, environment / biodiversity conservation and wildlife trade legislation;
- (d) Comply with prevailing legislation, including animal welfare and exhibited animal laws and regulations;
- (e) Completion of the Association Application process;
- (f) Commit to adhere to the current Associations Rules and Policies;
- (g) Committed to undertake the Association's animal welfare training course subject to associated fees, or demonstrate organisational knowledge of the Five Domains model;
- (h) Participation in the Association's Accreditation Program within 12 months.

## 7. Eligibility for International Subscriber

### 7.1 Definition

Zoos, aquariums or wildlife parks residing outside the Australasian region, are currently accredited members of their regional / national association and are seeking a professional relationship with the Association by either becoming a new member of the Association or reapplying for membership after a lapse in membership.

### 7.2 Eligibility requirements:

- (a) Holding wildlife for the purposes of conservation education, presentation and breeding, operate primarily from a fixed site and are open to the community or are a specialist wildlife breeding centre;
- (b) Hold current and relevant licences / permits issued by prevailing authorities responsible for administering the regulation of wildlife exhibition, welfare, biosecurity, environment / biodiversity conservation and wildlife trade legislation;
- (c) Comply with prevailing legislation, including animal welfare and exhibited animal laws and regulations;

- (d) A non-Australasian based zoo or aquarium must already be an accredited member of their respective regional/national association, which in turn must be a member of the World Association of Zoos and Aquariums (WAZA).

## 8. Eligibility for Individual Subscriber

### 8.1 Definition

Individuals seeking a professional association.

### 8.2 Eligibility requirements:

- (i) Individuals employed by a Regional Member wishing to become a new member; or
- (ii) Who participate with an Association advisory group or committee; or,
- (iii) After leaving employment with a Regional Member; or,
- (iv) An individual who has demonstrated relevance\* to zoos / aquariums either within the Australasian region or internationally.

\* Relevancy is determined by the Zoo and Aquarium Association Board.

## 9. Eligibility for Business Members

### 9.1 Definition

The Business Member categories support those organisations and other industry representatives that are not defined as zoos, aquariums or wildlife parks but who wish to have a professional association with the Zoo and Aquarium Association.

### 9.2 Eligibility requirements:

- (a) Belong to one of the following business entities:
  - (i) Government departments (non-animal holding),
  - (ii) Non-government organisations (e.g., libraries, other relevant associations\*);
  - (iii) Tertiary and other training providers;
  - (iv) Corporate businesses / sponsors.
- (b) Must demonstrate relevance\* to zoos and aquariums.

\* Relevancy is determined by the Zoo and Aquarium Association Board.

## 10. Eligibility for Regional Members

### 10.1 Definition

Regional Membership to the Association is restricted to zoos, aquariums, or wildlife parks, those organisations residing in the Australasian region, described as New Zealand, Australia, Papua New Guinea and South Pacific Islands.

This level of membership is open to those who wish to have complete access to the services and benefits offered by the Association. In particular, complete access to species managed within the Association's Species Management Program (SMP) is provided to this membership category.

#### 10.2 Eligibility requirements:

- (a) Hold wildlife for the purposes of conservation, education, engagement and research operate primarily from a fixed site and are open to the community or are a specialist wildlife breeding centre;
- (b) Hold current and relevant licences / permits issued by prevailing authorities responsible for administering the regulation of wildlife exhibition, welfare, biosecurity, environment / biodiversity conservation and wildlife trade legislation;
- (c) Comply with prevailing legislation, including animal welfare and exhibited animal laws and regulations;
- (d) Have been a Regional Subscriber for a minimum period of 12 months;
- (e) Commit to adhere to the current Associations Rules and Policies;
- (f) Understand that any Species Management Program (SMP) species held prior to membership will require a commitment to join and participate in the relevant SMP Programs once membership is approved, with adherence to the Association's Regional Species Management and Planning Policy.
- (g) Achieve Association Accreditation, complying with Accreditation Review processes and Accreditation Policy requirements;
- (h) Be prepared to consider free entry to Individual Members.

## 11. Eligibility for International Members

#### 11.1 Definition

Organisations who reside outside the Australasian region, are currently accredited members of their regional / national association and who wish to have some access to the services and benefits offered by the Association.

#### 11.2 Eligibility requirements:

- (a) Hold wildlife for the purposes of conservation education, presentation and breeding, operate primarily from a fixed site and are open to the community or are a specialist wildlife breeding centre;
- (b) Hold current and relevant licences / permits issued by prevailing authorities responsible for administering the regulation of wildlife exhibition, welfare, biosecurity, environment / biodiversity conservation and wildlife trade legislation;
- (c) Comply with prevailing legislation, including animal welfare and exhibited animal laws and regulations;
- (d) Have been an International Subscriber for a minimum period of 12 months.

- (e) Successful Accreditation review, as per the conditions of the Association *Accreditation Policy*;
- (f) A non-Australasian based zoo or aquarium must already be an accredited member of their respective regional/national association, which in turn must be a member of the World Association of Zoos and Aquariums (WAZA).
- (g) Understand that any Species Management Program (SMP) species held prior to membership will require a commitment to join and participate in the relevant SMP Programs once membership is approved.

## 12. Eligibility for Individual Members

### 12.1 Definition

Individuals who are employed by zoo and aquarium Members, and/or participate in an Association advisory group or on an Association Committee, maintain access to the resources and networks provided by the Association and receive member discounts in Association related activities.

### 12.2 Eligibility requirements:

- (a) A person currently working for a Regional Member, or
- (b) A person who participates in an Association advisory group or sits on an Association Committee.
- (c) Have been an Individual Subscriber for a minimum of 12 months.

## 13. Regional Membership Requirements

### 13.1 Must commit to advising the Association's Executive Director within 14 days of:

- (a) Any change in relevant licences and permits status (temporary or permanent), including notice of requirement to make changes in order to meet on-going compliance; or,
- (b) Any investigation of non-compliance to relevant animal welfare or exhibited animal laws and regulations.
- (c) Material changes to ownership, operations or primary site

Any decision for which this consideration applies will be managed by the Executive Director and may be referred to the Association's Board for a decision.

#### (i) **Change in ownership or governance**

In the event that a Regional Member is subject to a **change in ownership or governance** (but retains existing staffing and operational structure) the Association will maintain the existing membership, with the following requirements:

- (A) Requires a letter from both the outgoing owner advising of such and the incoming owner signing off on the Association's *Code of Conduct*.
  - (B) The new owner will need to undertake and complete an interim Desktop Accreditation Review and Accreditation Declaration Form within six (6) months of confirmation of new ownership.
- (ii) **Change in staff**

In the event that a Regional Member is planning or has had a 60% change in animal care staff including managers within a 6-month period the Association will require the member to successfully undergo within six (6) months:

  - (A) An interim Desktop Accreditation Review (if there has been a changeover in policies)
  - (B) Animal welfare training session subject to associated fees
  - (C) Species planning policy refresher session

These do not take the place of the regional members cyclical accreditation review.
- (iii) **Change in composition of animals**

In the event that a Regional Member is planning change in composition of animals, specifically from native animals to include exotic animals, the Association will require the member to successfully undergo within six (6) months:

  - (A) An interim Desktop Accreditation Review

These do not take the place of the regional members cyclical accreditation review.
- (iv) **Change of primary site**

In the event that a Regional Member is subject to a change of primary site the Association will maintain the existing membership, with the following requirements:

  - (A) Resubmission of relevant licences and permits issued by prevailing authorities responsible for administering the regulation of wildlife exhibition, welfare, biosecurity, environment / biodiversity conservation and wildlife trade legislation reflecting new trading address and conditions.
  - (B) Accreditation site review subject to associated fees within 6 - 9 months after the location change.

These do not take the place of the regional members cyclical accreditation review.
- (v) **Changes to an organisation's position of solvency**

In the event that a Regional Member becomes insolvent, or enters into liquidation or administration, the Member must advise the Association as soon as possible of its situation.

In accordance with the *Regional Species Planning and Management Policy* and the Association's *Repatriation Process* a Member in this situation must inform its financial stakeholders; liquidators and/or administrators, of the requirements of the Association's *Regional Species Planning and Management Policy*, pursuant to a Members commitment to SMP/ZAA SMP species.

- 13.2 In the event that the status of a Regional Member changes, whether this change is at a Member's discretion i.e. an organisation chooses to leave the Association, or via failure to achieve Association Accreditation or from any form of Association Sanction i.e. loss or suspension of membership, the Association will inform the membership of this change of membership status to Association Members and other relevant parties, given potential impacts to Regional Species Programs and other combined membership commitments.
- 13.3 In the event that a Regional Member is required to re-apply for membership they will be required to re-join at a Subscriber level. An additional fee may be charged where existing collection animals are part of the SMP.
- 13.4 Members may receive visits in instances where there are concerns of a member's alignment with Association Policy.

## 14. International Membership Requirements

- 14.1 Must commit to advising the Association's Executive Director within 14 days of:
  - (a) Any change in relevant licences and permits status (temporary or permanent), including notice of requirement to make changes in order to meet on-going compliance; or,
  - (b) Any investigation of non-compliance to relevant animal welfare or exhibited animal laws and regulations.
- 14.2 In the event that an International Member is required to re-apply for membership they will be required to re-join at a Subscriber level. An additional fee may be charged where existing collection animals are part of the SMP.

## 15. Individual Membership Requirements

Must maintain either of the following conditions during the term of membership, otherwise membership will revert to Individual Subscriber:

- (a) Work for a Regional Member, or
- (b) Participate in an Association specialist advisory group or on an Association Committee.

## 16. Voting

In accordance with the Zoo and Aquarium Association *Constitution*, only Regional and Individual Members are eligible to a weighted vote at general meetings:

- (a) A Regional Member vote represents one (1) single vote
- (b) An Individual Member vote represents one tenth (0.1) of a vote

The following membership categories are not eligible to vote at general meetings:

- (c) International Members,
- (d) International Subscribers
- (e) Corporate Members (Corporate, government, tertiary educator, non-government organisations)
- (f) Individual subscribers

## 17. Membership Certificates

Any Member, excluding Subscribers, may request a membership certificate subject to any conditions the Association may determine, and on payment of any fees or other sums the Association may determine.

## 18. Fees

### 18.1 Payment of Fees

All fees are to be paid as outlined in the *Fee Schedule (Appendix II)*.

### 18.2 Annual Fees

- (a) Subscribers and Members are required to pay an annual fee charged at the commencement of each financial year.
- (b) Subscribers and Members outside of Australia or New Zealand are subject to the Australian fees (GST does not apply).
- (c) Fees for new subscribers, members and renewals are outlined in the *Fee Schedule*, which is updated annually.
- (d) The following in the first year will be charged a pro-rata fee rounded to the nearest month for the remainder of the year:
  - (i) Regional Member
  - (ii) International Member
  - (iii) Regional Subscriber
  - (iv) International Subscriber
- (e) Pro-rata fees are not available to the following categories:
  - (i) Business Members (all categories)

- (ii) Individual Members
- (iii) Individual Subscribers

### 18.3 Calculation of Fees

- (a) All member and subscriber fees, apart from Regional Members, are set by the Board as part of the annual budget development and reflect the ongoing cost of providing quality and relevant services.
- (b) Regional Member fees are calculated based on the following mixed calculation rate on operating expenses (OPEX):

| Regional Member subcategories<br>Based on species composition & admissions. Member fee = % x OPEX |       |
|---------------------------------------------------------------------------------------------------|-------|
| <b>Native</b>                                                                                     |       |
| 100% native animals                                                                               | 0.25% |
| <b>Aquatic</b>                                                                                    |       |
| Aquarium or predominantly aquatic                                                                 | 0.25% |
| <b>Small Exotic</b>                                                                               |       |
| <100K Admissions; <15 Exotic SMP Programs                                                         | 0.35% |
| <b>Large Exotic</b>                                                                               |       |
| >16 Exotic SMP Programs                                                                           | 0.35% |

- (c) Plus GST in local currency or as reviewed by the Board. A Member OPEX review is to be carried out every three years, likely to be timed with the beginning of each Accreditation cycle or iteration. From time to time the Association may request a review of Member operating expenses.
- (d) Members who believe their operating costs should be reduced can complete a survey to have their membership fee recalculated. The Association may at its discretion ask a member to complete a survey to clarify its membership fee.
- (e) Minimum and maximum fees apply (as per *Fee Schedule*).
- (f) The fee structure for International Members is based on the World Bank GDP<sup>1</sup> rating of the country and admissions per annum. GDP Brackets as per The World Bank GDP Ratings x Country:
  - (i) GROUP I Countries: High Income and Upper Middle Income (Income Group)
  - (ii) GROUP II Countries: Lower Middle Income and Low Income (Income Group)
 Admissions per annum:
  - (iii) Category 1: less than 200,000 paying visitors

<sup>1</sup> World Bank GDP <https://data.worldbank.org/indicator/NY.GDP.MKTP.CD> (Download excel to view metadata including Income Group by Country)

- (iv) Category 2: 200,000 – 1 million paying visitors
- (v) Category 3: greater than 1 million paying visitors

(See *Fee Schedule* for International Fees according to category and group)

- (g) Member and Subscriber fees are increased by Consumer Price Index (CPI), as set by the Australian Taxation Office (ATO) and the Inland Revenue Department (IRD), as applicable from the previous September.
- (h) Member in Australia, PNG, South Pacific Islands and members outside the Australasian region are charged in AUD and follow Australian CPI figures. New Zealand members are charged in NZD and follow New Zealand CPI figures.

#### 18.4 Outstanding Membership Fees

Any membership fees that are outstanding for greater than 90 days without prior arrangement with the Executive Director may result in termination of membership. The matter will be elevated to the Board's Finance, Audit and Risk Committee for confirmation of termination.

*Note:* reminders of payment arrears will be sent at 30 and 60 days to the organisational finance point of contact and at 60 days to the organisational Director.

#### 18.5 Membership Suspension

- (a) Membership fees are non-refundable during periods of membership Suspension.
- (b) If a period of Suspension crosses the annual membership renewal period, the new full year membership fees will be invoiced at the end of the Suspension period, to be paid prior to the suspended member returning to full membership.

#### 18.6 Refunds

All fees are non-refundable and non-transferable to another site. No fees will be refunded in the event that a member or subscriber withdraws from or is no longer eligible as an Association Member or as a Subscriber.

## 19. Board Engagement

The Association Board meet at least three time per annum as per the Association's Constitution and as a consequence the Board meetings are managed to facilitate outcomes associated with managing risk, leading emerging opportunities and other strategic matters connected with the Association and its membership.

Members may request matters to be raised with the Board in accordance with the *Procedure Submitting Matters to the Board*.

## 20. Member Directory

As networking is a membership benefit greatly valued by our members, we share your contact details within the ZAA Membership as part of the ZAA Member Directory. If you have any questions, or as per our *Privacy Policy* you would prefer not to have your professional contact information shared with other ZAA members, please write back to [admin@zooaquarium.org.au](mailto:admin@zooaquarium.org.au)

## 21. ZAA Regional Member Eligibility for WAZA Membership

ZAA is an Association member of the World Association of Zoos and Aquariums (WAZA).

As per the WAZA By-laws, a WAZA Institution member must be an accredited member of its recognised regional association i.e., for the Australasian region, ZAA Regional Members are eligible to apply for WAZA Institution membership.

In the event of a WAZA - ZAA Member, who may for any variety of reasons no longer be a ZAA Member, ZAA is required to inform WAZA that the institution is no longer a member of the Association.

## 22. Related Documents

This policy is to be read in conjunction with the following policies, procedures and guidelines of the Association:

- (a) The Constitution
- (b) Code of Conduct
- (c) Complaints Management Policy
- (d) Animal Welfare Policy
- (e) Accreditation Policy
- (f) Regional Species Planning and Management Policy
- (g) Procedure Submitting Matters to the Board
- (h) Privacy Policy

## 23. Definitions

In this policy, unless the context otherwise requires:

**Association** means the Zoo and Aquarium Association Inc. (ABN 71 836 556 156).

**Species Management Program (SMP)** An animal program administered by ZAA.

**Australasian region** is described as New Zealand, Australia, Papua New Guinea and South Pacific Islands.

**Benefits** means the privileges received by the paying Member. All membership benefits are extended to the Member and to the staff who directly provide services to that Member.

**Board** means the board of management of the Association.

**Code of Conduct** means the *Code of Conduct* setting out the standards of ethical and professional practice and conduct for Applicable Persons.

**Committee** means a committee of the Board established in accordance with clause 42 of the *Constitution*.

**Constitution** means the Constitution of the Association, as amended from time to time.

**Executive Director** means the Executive Director of the Association.

**Member** means a member of the Association, as defined in the Association *Members Policy*, and may include an employee, officer or agent of a Member of the Association. Only one business/trading name can be listed per membership.

**Operating Expenses (OPEX)** are taken to include all costs of operating and maintaining the institution, including costs associated with the administration, staffing, maintaining and marketing the institution, but excluding expenses associated with capital works (e.g., new exhibits), depreciation and debt servicing. Also excluded are ancillary activities including retail and catering operations, entertainment that is not wildlife-based (e.g., amusement park rides), and sponsorships/grants tied to activities outside the core business of the institution (e.g., research grants, etc.).

**Organisation** means an unincorporated entity or an entity incorporated under national, State or Territory legislation.

**Policies** are the guidelines and rules established by the Association to ensure consistency, efficiency and compliance to association standards.

**Regional Member subcategories** – the following subcategories based on the composition of species held and the number of annual admissions are applied to Regional Members for the purpose of calculating membership fees based on OPEX.

**Rules:** The fundamental guidelines within the Constitution that dictate the structure, governance and operations of the Association.

**Native:** Member holds 100% native species of their own country.

**Aquatic:** Aquarium or predominantly aquatic species.

**Small Exotic:** Member has less than 100K Admissions; and holds less than 15 exotic (non-native) SMP Programs.

**Large Exotic:** Member holds 16 or greater exotic (non-native) SMP Programs.

**Sanction** means a strong action given in response when a Member is found to be non-compliant with Policy under the Association's Complaints Management Policy.

**Subscriber** means a subscriber of the Association, as defined by the Association's *Subscriber and Members Policy*.

**Suspension** means the temporary stoppage of Association Membership in response to a non-compliance with Policy under the Association's Complaints Management Policy.

**WAZA** means the World Association of Zoos and Aquariums.

**ZAA** means the Zoo and Aquarium Association Inc. (ABN 71 836 556 156).

## 24. Proviso

The intent of this policy is to provide a framework for the majority of activities undertaken by Association members/subscribers. Any issue/concern which arises that is not covered by this policy,

but falls within the purpose of the policy, will be included and addressed by the Association Board, or their delegate, in the best interest of the Association and its membership.

## 25. Approval and Review Details

| Approval History                       | Details           |
|----------------------------------------|-------------------|
| Approval Authority                     | Association Board |
| Relevant Committee and/or Stakeholders |                   |
| Original Approval Date                 | 18/06/2014        |
| Last Review Date                       | 25/11/2024        |
| Next review date                       | 25/11/2029        |

This document should be reviewed within five (5) years of the date of approval or last review.

| Amendment History<br>Approved / Amended /<br>Rescinded / Reviewed | Authority | Date        | Description / Notes                                                                                                                                                                                                  |
|-------------------------------------------------------------------|-----------|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Approved by Board                                                 | Board     | 18/06/2014  | Divided membership policy into membership and subscriber categories, changed membership year, defined Accreditation as a requirement for Full Institutional membership.                                              |
| Approved                                                          | Board     | 03/01/2017  | Combined subscribers, members and fee schedule into one policy. Added member eligibility clause: Material changes to operation, location or staffing. Added new category: Institutional Subscriber.                  |
| Approved                                                          | Board     | 18/01/2017  | Institutional Subscriber nominations required in application process amended to two (2).                                                                                                                             |
| Approved                                                          | Board     | 21/05/2018  | Updated to align with changes to the Association's Constitution                                                                                                                                                      |
| Approved                                                          | Board     | 11/2/2019   | Updated membership fee structure, desktop review for new owners and relevant definitions.                                                                                                                            |
| AGM                                                               | AGM       | May 2019    | Updated to reflect Constitutional changes at 2019 AGM to weighted vote for Individual members                                                                                                                        |
| Approved                                                          | Board     | Aug 2019    | Addition of Clause <i>Material changes to operation, location or staffing</i> (iii); and edits to <i>Outstanding Membership Fees</i> to clarify member payment timelines                                             |
| Approved                                                          | Board     | 18/08/2020  | Addition of Clause (c) Changes to an organisation's position of solvency                                                                                                                                             |
| Approved                                                          | Board     | 24/11/2020  | Addition of Clause 9.0 Board Engagement and Clause 10.0 Member Directory                                                                                                                                             |
| Approved                                                          | Board     | 15/03/2021  | Removed Membership Category Mobile Exhibitor and added section 11 ZAA <i>Regional Member Eligibility for WAZA Membership</i>                                                                                         |
| Approved                                                          | Board     | 1/12/2021   | Improving criteria around complying with applicable laws and regulators; Edits and clarification to member requirements and obligations.                                                                             |
| Approved                                                          | Board     | 11/03/2022  | Amended language around complying to laws and legislation. New clause: <i>Comply with prevailing legislation, including animal welfare and exhibited animal laws and regulations</i>                                 |
| Approved                                                          | AGM       | 26/05/2023  | Amended Clause 6 and Clause 10 to add clarity and align to the ZAA Constitution; Amended Clause 13 to align to the ZAA Code of Conduct.                                                                              |
| Approved                                                          | AGM       | 30/05/2024  | Eligibility for Regional Subscriber, sub-clause 7.1, 7.2 (f) and sub-clause 11.1 and 11.2 (f) of the Zoo and Aquarium Member Policy be amended to support positioning of accreditation within a global/WAZA context. |
| Approved                                                          | AGM       | 21/05/ 2025 | Addition of Member Suspension clause (18.5) and definitions "Sanction" and "Suspension"                                                                                                                              |

Appendix I –  
Member  
Benefits

|                                                                                      | REGIONAL MEMBERSHIP                                    |                     | INTERNATIONAL MEMBERSHIP                                |                          | INDIVIDUAL MEMBERSHIP                                                                 |                       | BUSINESS MEMBERSHIP                      |                                      |
|--------------------------------------------------------------------------------------|--------------------------------------------------------|---------------------|---------------------------------------------------------|--------------------------|---------------------------------------------------------------------------------------|-----------------------|------------------------------------------|--------------------------------------|
|                                                                                      | ZOO / AQUARIUM RESIDING INSIDE THE AUSTRALASIAN REGION |                     | ZOO / AQUARIUM RESIDING OUTSIDE THE AUSTRALASIAN REGION |                          | INDIVIDUALS EMPLOYED/CONTRACTED BY ZAA REGIONAL MEMBERS OR OTHER RELEVANT INDIVIDUALS |                       | GOVERNMENT, NGOs, TERTIARY EDUCATORS ETC |                                      |
|                                                                                      | REGIONAL MEMBER                                        | REGIONAL SUBSCRIBER | INTERNATIONAL MEMBER                                    | INTERNATIONAL SUBSCRIBER | INDIVIDUAL MEMBER                                                                     | INDIVIDUAL SUBSCRIBER | CORPRORATE                               | GOVERNMENT / NGO / RTO               |
| Belonging to the Australasian professional peak body                                 | ✓                                                      | ✓                   | ✓                                                       | ✓                        | ✓                                                                                     | ✓                     | ✓                                        | ✓                                    |
| Discounts to conferences and training courses                                        | ✓                                                      | ✓                   | ✓                                                       | ✓                        | ✓                                                                                     | ✓                     | ✓                                        | ✓                                    |
| ZAA e-newsletters and member communications                                          | ✓                                                      | ✓                   | ✓                                                       | ✓                        | ✓                                                                                     | ✓                     | ✓                                        | ✓                                    |
| ZAA voting rights <i>(After 12 months as a Regional/Individual Subscriber)</i>       | ✓                                                      |                     |                                                         |                          | ✓                                                                                     |                       |                                          |                                      |
| Election / appointment to the ZAA Board                                              | ✓                                                      |                     |                                                         |                          | ✓                                                                                     |                       |                                          |                                      |
| Appointment to any of ZAA's Committees                                               | ✓                                                      |                     |                                                         |                          | ✓                                                                                     | ✓                     |                                          |                                      |
| Opportunity to join Specialist Advisory Groups (SAGs)                                | ✓                                                      |                     | ✓                                                       |                          | ✓                                                                                     | ✓                     |                                          |                                      |
| Participation in ZAA Accreditation Program                                           | ✓                                                      |                     | ✓                                                       |                          |                                                                                       |                       |                                          |                                      |
| ZAA logo for marketing assets                                                        | ✓                                                      |                     | ✓                                                       |                          |                                                                                       |                       |                                          |                                      |
| Full access to the ZAA portal and general membership resources                       | ✓                                                      | ✓                   | ✓                                                       | ✓                        | ✓                                                                                     |                       |                                          |                                      |
| Controlled access to the ZAA portal and general membership resources                 |                                                        |                     |                                                         |                          |                                                                                       | ✓                     | ✓                                        | ✓                                    |
| Full access / involvement in animal management & support (TAGs & SMP)                | ✓                                                      |                     |                                                         |                          |                                                                                       |                       |                                          |                                      |
| Limited access / involvement in animal management and support (TAGs & SMP)           |                                                        |                     | ✓                                                       |                          |                                                                                       |                       |                                          |                                      |
| Full access to the Collection Planning Online System (CPOS) & annual reporting       | ✓                                                      |                     | ✓                                                       |                          |                                                                                       |                       |                                          |                                      |
| View only access to the Collection Planning Online System (CPOS) & annual reporting  |                                                        |                     |                                                         |                          | ✓                                                                                     |                       |                                          | ✓ <i>Government &amp; TAFEs only</i> |
| Free entry to participating ZAA member institutions <i>(conditions apply)</i>        |                                                        |                     |                                                         |                          | ✓                                                                                     |                       |                                          |                                      |
| Representation to government agencies for import/export matters                      | ✓                                                      |                     |                                                         |                          |                                                                                       |                       |                                          |                                      |
| Institution profile i.e., conferences, website, publications, press releases etc.    | ✓                                                      |                     | ✓                                                       |                          |                                                                                       |                       | ✓                                        |                                      |
| Corporate Members introduced to the membership via Newsletter                        |                                                        |                     |                                                         |                          |                                                                                       |                       | ✓                                        |                                      |
| Regular notice about industry events & activities you might wish to attend / sponsor |                                                        |                     |                                                         |                          |                                                                                       |                       | ✓                                        |                                      |
| Promote your organisation as a Corporate Member of ZAA & supporter of the industry   |                                                        |                     |                                                         |                          |                                                                                       |                       | ✓                                        |                                      |
| Special rates on exhibition space at ZAA conferences / workshops                     |                                                        |                     |                                                         |                          |                                                                                       |                       | ✓                                        |                                      |

## Appendix II – Fee Schedule

Fees are adjusted annually in the budget as approved by the Board.

### Currency, CPI and GST applicable based on country or region

| Country / Region                | Currency | Country CPI applicable | GST |
|---------------------------------|----------|------------------------|-----|
| New Zealand                     | NZD      | NZD                    | 15% |
| Australia                       | AUD      | AUD                    | 10% |
| Papua New Guinea (PNG)          | AUD      | AUD                    | n/a |
| South Pacific Islands           | AUD      | AUD                    | n/a |
| Outside the Australasian Region | AUD      | AUD                    | n/a |

### GST

- All fees charged in New Zealand and Australia are subject to country-specific GST if paying into the Association's New Zealand bank account or Australian bank account, respectively.
- Fees paid online payment gateway from outside Australia are GST exclusive.

### CPI adjustment

- Membership fees are annually reviewed and adjusted according to the New Zealand and Australia CPI figures released in the third quarter (September) of the prior year.
- Fees were reviewed for 2026 and a 3% CPI was applied.

### Exchange rates

- An exchange rate of **0.89270** will be used in cases of exchanging NZD fees into AUD.
- An exchange rate of **1.1202** will be used in cases of exchanging AUD fees into NZD.
- If payment is made via online AU payment gateway, the exchange rate will be carried out through the banking credit card transaction.

### Credit card payments

- Only Visa or MasterCard are accepted.
- Payments by credit card will incur a 1.7% merchant fee.

Prices excluding any applicable GST are set for the membership year: **1 January - 31 December** in the fee structure below.

| ZOO AND AQUARIUM ASSOCIATION MEMBERSHIP FEES - 2026                             |                                             |          |              |                                                                                                    |                                                                                                      |                            |       |
|---------------------------------------------------------------------------------|---------------------------------------------|----------|--------------|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|----------------------------|-------|
| MEMBER CATEGORY                                                                 | COUNTRY                                     | CURRENCY | MAX FEE CAP* | MINIMUM FEE CAP*                                                                                   |                                                                                                      |                            | GST % |
|                                                                                 |                                             |          |              | NATIVE / AQUATIC                                                                                   | SMALL EXOTIC                                                                                         | LARGE EXOTIC               |       |
| Percentage of Operating Expenditure (OPEX)                                      |                                             |          |              | 0.25%                                                                                              | 0.35%                                                                                                | 0.35%                      |       |
| REGIONAL MEMBER<br>FEE BASED ON MIXED% OF MEMBER OPEX<br>(MIN / MAX CAPS APPLY) | Australia                                   | AUD\$    | \$118,656    | \$2,248                                                                                            | \$3,569                                                                                              | \$7,602                    | 10%   |
|                                                                                 | New Zealand                                 | NZ\$ *   | \$132,918    | \$2,519                                                                                            | \$3,998                                                                                              | \$8,516                    | 15%   |
|                                                                                 | PNG / Pacific                               | AUD\$    | \$118,656    | \$2,248                                                                                            | \$3,569                                                                                              | \$7,602                    | N/A   |
| ACCREDITATION                                                                   |                                             |          | 1/2 DAY      | 1 DAY                                                                                              | 2 DAY                                                                                                | RESCHEDULE FEE (PER DAY)   | GST % |
| ACCREDITATION FEES<br>(REGIONAL MEMBER)<br>EVERY 3 YEARS                        | Australia                                   | AUD\$    | \$440        | \$880                                                                                              | \$1,760                                                                                              | \$880                      | 10%   |
|                                                                                 | New Zealand                                 | NZ\$     | \$493        | \$986                                                                                              | \$1,972                                                                                              | \$986                      | 15%   |
|                                                                                 | PNG / Pacific                               | AUD\$    | \$440        | \$880                                                                                              | \$1,760                                                                                              | \$880                      | N/A   |
|                                                                                 |                                             |          |              |                                                                                                    |                                                                                                      |                            |       |
| MEMBER CATEGORY                                                                 | COUNTRY CATEGORY<br>(BASED ON GDP BRACKETS) | CURRENCY |              | MEMBERSHIP FEE (fixed fee)                                                                         |                                                                                                      |                            | GST   |
|                                                                                 |                                             |          |              | Category 1                                                                                         | Category 2                                                                                           | Category 3                 |       |
| INTERNATIONAL MEMBER                                                            | Group I Countries                           | AUD\$    |              | \$3,247                                                                                            | \$5,196                                                                                              | \$6,494                    | N/A   |
|                                                                                 | Group II Countries                          | AUD\$    |              | \$1,574                                                                                            | \$1,949                                                                                              | \$2,598                    | N/A   |
| ACCREDITATION FEES<br>ANNUAL                                                    | Group I & II Countries                      | AUD\$    |              | \$1,000/day + travel costs                                                                         | \$1,200/day + travel costs                                                                           | \$1,500/day + travel costs | N/A   |
|                                                                                 |                                             |          |              |                                                                                                    |                                                                                                      |                            |       |
| MEMBER CATEGORY                                                                 | COUNTRY                                     | CURRENCY |              | MEMBERSHIP FEE*                                                                                    |                                                                                                      |                            | GST   |
|                                                                                 |                                             |          |              | INDIVIDUAL                                                                                         | CORPORATE                                                                                            | GOVT   NGO   RTO           |       |
| OTHER MEMBERSHIPS                                                               | Australia                                   | AUD\$    |              | \$126                                                                                              | \$1,995                                                                                              | \$650                      | 10%   |
|                                                                                 | New Zealand                                 | NZ\$ *   |              | \$141                                                                                              | \$2,235                                                                                              | \$728                      | 15%   |
|                                                                                 | PNG / Pacific                               | AUD\$    |              | \$126                                                                                              | \$1,995                                                                                              | \$650                      | N/A   |
|                                                                                 |                                             |          |              |                                                                                                    |                                                                                                      |                            |       |
| MEMBER CATEGORY                                                                 | COUNTRY                                     | CURRENCY |              | SUBSCRIBER FEE*                                                                                    |                                                                                                      |                            | GST   |
|                                                                                 |                                             |          |              | REGIONAL                                                                                           | INTERNATIONAL                                                                                        | INDIVIDUAL                 |       |
| SUBSCRIBERS                                                                     | Australia / International                   | AUD\$    |              | \$1,595                                                                                            | \$1,595                                                                                              | \$105                      | 10%   |
|                                                                                 | New Zealand                                 | NZ\$ *   |              | \$1,787                                                                                            | N/A                                                                                                  | \$115                      | 15%   |
|                                                                                 | PNG / Pacific                               | AUD\$    |              | \$1,595                                                                                            | N/A                                                                                                  | \$105                      | N/A   |
|                                                                                 |                                             |          |              |                                                                                                    |                                                                                                      |                            |       |
| OTHER FEES                                                                      | COUNTRY                                     | CURRENCY |              | APPLICATION FEE                                                                                    | SITE VISIT FEE + Travel costs (e.g. – airfares, car rental, subsistence and accommodation if needed) | GST                        |       |
| APPLICATION (SUBSCRIBER)                                                        | Australia                                   | AUD\$    |              | \$325                                                                                              | \$880 + travel costs                                                                                 | 10%                        |       |
|                                                                                 | New Zealand                                 | NZ\$ **  |              | \$365                                                                                              | \$958 + travel costs                                                                                 | 15%                        |       |
|                                                                                 | PNG / Pacific                               | AUD\$    |              | \$325                                                                                              | \$880 + travel costs                                                                                 | N/A                        |       |
|                                                                                 | International                               | AUD\$    |              | \$325                                                                                              | N/A                                                                                                  | N/A                        |       |
|                                                                                 |                                             |          |              |                                                                                                    |                                                                                                      |                            |       |
| OTHER FEES                                                                      | COUNTRY                                     | CURRENCY |              | TRAINING FEE + Travel costs (e.g. – airfares, car rental, subsistence and accommodation if needed) |                                                                                                      |                            | GST   |
| ANIMAL WELFARE TRAINING (up to 15 participants per session)                     | Australia                                   | AUD\$    |              | \$1,600 + travel costs                                                                             |                                                                                                      |                            | 10%   |
|                                                                                 | New Zealand                                 | NZ\$ **  |              | \$1,792 + travel costs                                                                             |                                                                                                      |                            | 15%   |
|                                                                                 | PNG / Pacific                               | AUD\$    |              | \$1,600 + travel costs                                                                             |                                                                                                      |                            | N/A   |
|                                                                                 | International                               | AUD\$    |              | \$1,600 + travel costs                                                                             |                                                                                                      |                            | N/A   |