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**eb-2017-00353**

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To: INCITS Community

Reply To: [Jennifer Garner](#)

**Subject: Notification of 2018 INCITS Membership Fees and Invoicing Schedule**

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## **2018 INCITS Membership Fee Increase**

To offset increasing operational expenses, the INCITS Executive Board approved fee increases for FY 2018 (December 1, 2017 through November 30, 2018). The new fee structure is shown in the tables below.

The possibility of increased fees was discussed with the INCITS chairs at the April 2017 INCITS Symposium. INCITS fees were last increased for FY 2016.

## **2018 INCITS Membership Fees**

All levels of participation pay annual INCITS membership fees (subscriptions begin each December 1 and extend to each November 30). These fees directly support INCITS and its program of work which allows members to participate in the development of standards and exercise US TAG responsibilities. This gives members the ability to influence global ICT standards decisions through their participation on US delegations to international meetings or as experts to international Working Group (WG) meetings.

As INCITS is an ANSI accredited SDO, participation on an INCITS technical committee encompasses involvement in the national development process as well as international involvement as a member of a US TAG to an ISO/IEC JTC 1 SC, ISO/TC 211 or ISO/TC 307. Membership on a US TAG in many instances also provides the opportunity to participate as an expert to an international WG. To support these activities, both national and international participation and activity fees are assessed by ANSI and paid by INCITS. INCITS also supports the international Secretariats administered by ANSI and INCITS staff on behalf of the US National Body (JTC 1, SC 22, SC 32, SC 38, SC 39 and JTC 1/WG 9) through specific programs, known as Steering Committees, which provide financial support. The services provided by the INCITS Secretariat include oversight of the procedures and processes by which INCITS operates, day-to-day oversight of national and international deadlines, web integrated services for members (document repositories and distribution, balloting, email and calendars), WebEx accounts for the committees, meeting support and marketing.

INCITS member organizations may name one Principal and unlimited Alternate representatives to serve on the INCITS committees.

### INCITS Technical Committee and Study Group Membership Fees\*\*

Committee	2017 Fees Revenues >\$3M	2018 Fees Revenues >\$3M	2017 Fees Educational Organizations or Revenues <\$3M	2018 Fees Revenues <\$3M	2018 Fees Educational Organizations	Details
Technical Committee (TC) or Study Group (SG)	\$1,950	\$2,200	\$1,300	\$1,300	\$495	Per TC or SG, includes participation in any TGs of its parent TC and all international activities - no longer a TG fee - must be a member of the TC (voting or advisory)

**\*\*All organizations will be automatically invoiced at the TC/SG fee of \$2,200. If your organization is an Educational Organization or has revenues of less than \$3M per year, your organization must notify the INCITS Secretariat ([Lbarra@itic.org](mailto:Lbarra@itic.org)) by August 30, 2017 to be billed at the reduced rates of \$1,300 (revenues less than \$3M per year) or \$495 (Educational Organization).**

### INCITS Executive Board Membership Fees\*

Membership Category	2017 Fees	2018	2018 Fees
Producer - Hardware/Software/General Distributor Service Provider User Consultants			
Revenues <\$100M/year	\$11,000	Revenues <\$25M/year	\$11,100
Revenues >\$100M/year	\$45,500	Revenues >\$100M/Year	\$46,000
Government, Standards Development Organizations, Consortia, Academic Institutions and Other			
Government Agency	\$45,500		\$46,000
SDO (Major)	\$38,000		\$38,300
SDO (Minor)	\$11,000		\$11,100
Consortia	\$11,000		\$11,100
Academic Institution	\$11,000		\$11,100
Other	\$11,000		\$11,100

\*At the October 2011 INCITS EB meeting, continuation of the INCITS Executive Board voluntary \$2K assessment was approved to maintain a JTC 1 Plenary hosting reserve account for funding the next US hosted JTC 1 Plenary. The \$2K voluntary assessment is issued in addition to the posted EB service fees. As the US has volunteered to host the November 2019 JTC 1 Plenary, payment of this voluntary assessment by all members is appreciated to ensure there is adequate funding for the meeting.

### 2018 INCITS Fast Track Submitter Fee

2017 Fees	2018 Fees
\$11,000	\$11,100

## **Appreciation of INCITS Members**

Your participation and continued support of the INCITS organization is greatly appreciated. We believe that INCITS continues to offer a good value to its members, and we will continue to seek ways to strengthen that value proposition. As always, your comments and suggestions are welcome.

## **2018 INCITS Invoicing Cycle**

We have established the 2018 invoicing cycle as outlined below:

- October 1, 2017 – invoices for 2018 will be sent (emailed) to members
- November 1, 2017 – reminder emailed to members that have not yet submitted payment
- December 1, 2017 – 2<sup>nd</sup> reminder emailed to members that have not yet submitted payment
- January 1, 2018 – Invoice due date. Members should have already submitted payment or purchase order by this date.