

International Coaching Federation Japan Chapter Membership Agreement

Note:

The translation of this document was created by using AI on December 1, 2022.

This serves as a reference of the translation of the Membership Agreement, and if there is any difference in writing in between the original Japanese document and this English translation, the Japanese original document has its priority.

Chapter 1 General Provisions

(Scope of the Terms)

Article 1 This agreement applies to individuals, corporations, or organizations who have become Chapter Members and Chapter Associates as stipulated in the Articles of Incorporation of the International Coach Federation Japan Chapter (hereinafter referred to as ICF Japan).

(Chapter Members and Chapter Associates)

Article 2 Individuals, corporations or organizations who have approved these terms and conditions, applied for membership in the ICF Japan membership system in accordance with the procedures designated by ICF Japan, and have met the conditions of the membership agreement approved by the ICF Japan Board of Directors shall be defined as Chapter Members or Chapter Associates as defined below.

(1) Chapter Members: Individuals who are members of the International Coaching Federation (hereafter referred to as ICF Headquarters) and who have selected the Japan Chapter as their affiliated chapter.

(2) Chapter Associates: Individuals, corporations or organizations that have joined to support the activities of ICF Japan.

2 There are the following three types of Chapter Associates.

(1) World: Individuals who are members of the ICF Headquarters and have chosen a Chapter other than Japan as their affiliated Chapter.

(2) Family: Corporations or individuals who have obtained ICF accreditation (hereinafter referred to as education accreditation), ACTP, ACSTH, or L1-3, which are accredited by the ICF Headquarters, and have joined to support the activities of ICF Japan.

(3) Partner: Individuals, corporations, or groups other than World or Family who support the activities of ICF Japan and have joined to support its activities.

Chapter 2 Membership

(Application of membership)

Article 3 A Chapter Member shall be deemed to have applied for Chapter Membership of ICF Japan at the time of joining the ICF Headquarters and subsequently selecting the Japan Chapter as the affiliated chapter.

2 Those who wish to join as a Chapter Associates shall apply for membership by filling in the necessary items on the membership application form posted on the ICF Japan website and submitting it to ICF Japan.

(Rejection of membership application)

Article 4 If the following acts are recognized, the membership application may not be approved.

- (1) When there is a false description, error, or omission in the items declared when applying for membership
- (2) If the membership fee has not been paid even after a certain period of time has passed since the application for membership
- (3) If the membership has been revoked by ICF Japan in the past.
- (4) In addition, when ICF Japan deems membership inappropriate.

(Membership fee)

Article 5 Chapter Members and Chapter Associates shall pay the membership fee as follows.

- 1) Chapter Members shall be deemed to have paid ICF Japan's membership fees by paying their membership fees to ICF Headquarters.
- 2) Chapter Associates shall pay the following membership fee as an annual membership fee, without any admission fee.
 - (1) World: 5,000 yen per year
 - (2) Family: 50,000 yen per year
 - (3) Partner: 50,000 yen per year
- 3) Families and partners who are Chapter Associates may, in addition to the preceding paragraph, provide financial support for each project operated by ICF Japan only if the Chapter Associate so wishes.
- 4) The membership fee stipulated in Paragraph 2 shall be an annual membership fee system and, in principle, shall be paid in full in advance by invoice email issued by ICF Japan.
- 5) The date on which the payment of the membership fee specified in the preceding paragraph is completed is the date on which you become a Chapter Members or Chapter Associates of ICF Japan.

(Reimbursement of membership fees)

Article 6 Membership fees, etc. already paid by Chapter Members or Chapter Associates shall not be refunded regardless of the reason.

(Validity)

Article 7 The effective period of membership based on this agreement shall be as follows.

- 1) Chapter Members shall be subject to the membership period of ICF Headquarters.
- 2) Chapter Associates shall be for one year from the date of enrollment.
- 3) If the Chapter Associates or ICF Japan does not express any particular intention to the other party one month prior to the expiration date of the period stipulated in the preceding paragraph, the contract period shall be automatically renewed for another year, and the same shall apply thereafter.

(Notification of changes)

Article 8 Chapter Members shall promptly follow the prescribed change procedures in the event of a change in their name, address, contact information, or other information notified to ICF Headquarters and ICF Japan.

2. Even if a Chapter Member suffers a disadvantage due to not following the change procedure in Paragraph 1, ICF Japan shall not be liable for any such situation.
3. In the event that there is a change in the matters notified to ICF Japan, such as name, address, contact information, etc., the Chapter Associates shall promptly follow the prescribed procedures for such change.
4. Even if a Chapter Associates suffers a disadvantage due to not following the change procedure set forth in the preceding paragraph, ICF Japan shall not be liable for any such situation.

(Withdrawal)

Article 9 Chapter Members who wish to withdraw from ICF Japan may withdraw from ICF Japan by following the prescribed procedures at ICF Headquarters.

2. If a Chapter Associate wishes to withdraw from ICF Japan, they may do so by completing the prescribed procedures with ICF Japan. However, if there are unpaid membership fees, etc., the Chapter Associate shall not be exempt from paying the unpaid amount to ICF Japan even after withdrawing from the membership.

(Cancellation of Membership)

Article 10 ICF Japan may revoke the membership status of a Chapter Member if it finds that one of the following items applies:

- (1) When you withdraw from ICF Headquarters

- (2) When the Chapter Member loses membership qualification of ICF Headquarters for reasons other than those listed in the preceding item.
 - (3) When an event stipulated in Article 8 of ICF Japan's Articles of Incorporation occurs.
 - (4) When the Chapter Member violates these Terms
2. ICF Japan reserves the right to revoke membership if World, which is a Chapter Associates, falls under any of the following items:
- (1) When you withdraw from ICF Headquarters
 - (2) When the World loses membership qualification of ICF Headquarters for reasons other than those listed in the preceding item.
 - (3) When an event stipulated in Article 8 of ICF Japan's Articles of Incorporation occurs.
 - (4) When payment of the membership fee is delayed for more than 3 months from the due date.
 - (5) When the World violates these Terms
3. ICF Japan reserves the right to revoke membership if Family, which is a Chapter Associates, falls under any of the following items:
- (1) When the Family loses the education certification of the ICF headquarters
 - (2) When an event stipulated in Article 8 of ICF Japan's Articles of Incorporation occurs.
 - (3) When payment of the membership fee is delayed for more than 3 months from the due date
 - (4) When the Family violates these Terms
- 4 ICF Japan reserves the right to revoke membership if Partner, which is a Chapter Associates, falls under any of the following items:
- (1) When an event stipulated in Article 8 of ICF Japan's Articles of Incorporation occurs.
 - (2) When payment of the membership fee is delayed for more than three months from the due date
 - (3) When the Partner violates these Terms

(Prohibited matters for members)

Article 11 ICF Japan prohibits Chapter Members or Chapter Associates from engaging in the following acts:

- (1) Acts that interfere with the operation or activities of ICF Japan or damage its credibility;
 - (2) Acts that are or may be offensive to public order and morals
 - (3) Acts that infringe or threaten to infringe on the property or privacy of ICF Japan, other Chapter Members, Chapter Associates or third parties
2. ICF Japan prohibits Chapter Members and Chapter Associates from posting the following information dissemination:
- (1) Information not related to ICF Japan, Chapter Members or Chapter Associates.

- (2) Information that slanders others, violates human rights, or is offensive to public order and morals.
- (3) False information
- (4) Information for commercial purposes, such as advertising and publicity.
- (5) Information that infringes the copyrights of others
- (6) Information that causes disadvantage to others
- (7) Information for the purpose of election campaigns, political activities, and religious activities
- (8) Information related to personal privacy
- (9) Information related to acts that violate or may violate laws and regulations, etc.
- (10) Other information deemed inappropriate by the ICF Japan Board of Directors

(Elimination of Antisocial Forces)

Article 12 When joining ICF Japan, ICF Japan Chapter Members or Chapter Associates must declare that they do not currently fall under any of the following items and pledge that they will not fall under any of the following items in the future.

- (1) You are a gangster (meaning a gangster as defined in Article 2, Item 2 of the Act on the Prevention of Unfair Acts by Gangster Members (hereinafter referred to as the organized crime group members), associate members of organized crime groups, companies related to organized crime groups, corporate racketeers, etc., social movements, etc., gangsters with special intelligence, and other violent and unlawful acts using violence, force, and fraudulent methods (item 1 above) Do not fall under the category of groups or individuals (hereinafter referred to as "anti-social forces") who habitually engage in stipulated acts) and achieve their own economic objectives.
- (2) That one's representatives, officers or key employees do not fall under the category of anti-social forces
- (3) The principal investor of the company and other persons who are deemed to be in control of its management do not fall under the category of anti-social forces.
- (4) Whether directly or indirectly, anti-social forces are not involved in own management
- (5) Do not have a relationship that is recognized as unfairly using anti-social forces, such as for the purpose of seeking unjust profit for yourself or a third party, or for the purpose of causing damage to a third party
- (6) Do not provide funds or other benefits to anti-social forces
- (7) The representative, officer, or person who is substantially involved in management does not have a relationship with anti-social forces that should be socially criticized.
- (8) A representative, director, key employee, or person substantially involved in management has never been arrested, sent to prosecution, or prosecuted for any of

the breach of contract and other violations.

2. Chapter Members or Chapter Associates shall not engage in any of the following acts by themselves or by a third party.

(1) Violent demands as stipulated in each item of Article 9 of the Outrage Act

(2) Unreasonable demands beyond legal responsibility

(3) Acts of using threatening words and actions or violence

(4) Acts that interfere with business or damage credibility by using fraudulent means or force

Chapter 3 Services

(Rights and Other Benefits for Chapter Members or Chapter Associates)

Article 13 Chapter Members have the following rights and benefits.

(1) Right to run for ICF Japan Steering Committee Members and Directors (in accordance with the separately stipulated operation rules)

(2) Voting rights in the election of ICF Japan directors (in accordance with the separately stipulated election rules)

(3) Participate in events organized by ICF Japan for Chapter Members and the world.

(4) Participating in events organized by ICF Japan at a discounted price for Chapter Members and the World.

(5) If you meet the various conditions stipulated by ICF Japan, apply for participation in events hosted by ICF Japan such as support and course leads.

2. World reserves the following rights and benefits:

(1) Participate in events organized by ICF Japan for Chapter Members and the World.

(2) Participating in events organized by ICF Japan at a discounted price for Chapter Members and the World.

(3) If you meet the various conditions stipulated by ICF Japan, apply for participation in events hosted by ICF Japan such as support and course leads.

3. The Family has the following rights and benefits:

(1) Posting the name of the family company and the link to the company website on the ICF Japan website.

(2) Marking the name of an "ICF Japan Family" on their website or business card, etc.

(3) To use the member's ICF Japan membership name on the their website or business cards, etc.

(4) Posting events hosted by each school on the ICF Japan website, or disseminate them via e-mail magazines, etc.

- (5) Participate in the Advisory Board (held irregularly) held by ICF Japan (if you are unable to participate, you must designate a proxy in advance).
- (6) Participate in ICF Japan's family-only communities
- (7) Participate as a sponsor in ICF Japan-sponsored events such as Converge.

4. Partners have the following rights and benefits:

- (1) To post the name of the partner company and the link to the company's website on the ICF Japan website.
- (2) Marking the name of an "ICF Japan Partner" on their website or business card, etc.
- (3) To post on ICF Japan's website or send out a mail magazine, etc., events for issuing CCE credits sponsored by each partner.
- (4) Participate as a sponsor in events such as Converge organized by ICF Japan.

Chapter 4 Publications

(Copyright)

Article 14 It is prohibited to copy, edit, process, transmit, sell, publish, or otherwise use the information provided by the service in violation of copyright law.

Chapter 5 Additions and changes to the Terms of Membership

(Additions and Changes to Terms of Membership)

Article 15 Matters not stipulated in these Terms and Conditions that are necessary shall be determined by resolution of the Board of Directors.

2. ICF Japan may change all or part of these Terms, including the content of services and fees, by resolution of the Board of Directors.

3. Any amendments to these Terms by ICF Japan shall become effective upon being posted on the ICF Japan website, and thereafter, Members shall be bound by such amended Terms.

Chapter 6 Disclaimer and Damages

(Disclaimer and Damages)

Article 16 Chapter Members or Chapter Associate shall, at their own discretion, decide whether or not to use materials, information, etc. obtained in connection with the activities of ICF Japan, and how to use them. ICF Japan will not be held responsible for any injuries incurred. In the unlikely event that ICF Japan is liable for damages to a Chapter Member or Chapter Associate, regardless of the cause, ICF Japan will not be liable for indirect damages, special damages, lost

profits, claims from third parties, and slight negligence. ICF Japan will not be liable for any damages based on this, regardless of whether it is foreseeable or not. Even after a Chapter Member or Chapter Associate loses membership due to withdrawal, expulsion, etc., the provisions of this article shall continue to be effective for the Chapter Member and Chapter Associate.

bylaw

This membership agreement will be implemented from October 1, Heisei 27.

International Coaching Federation Japan Chapter

- Implemented on September 1, Heisei 25
- Posted on the website on September 20, Heisei 25
- Revised on November 19, Heisei 25
- Posted on the website on November 20, Heisei 25
- Revised on September 3, Heisei 27
- Posted on the website on September 29, Heisei 27
- Revised on September 26, 30
- Revised on November 21, Reiwa 4
- Posted on the website on December 1, Reiwa 4
- Revised on January 9, Reiwa 5
- Posted on the website on January 10, Reiwa 5

[Footnotes]

Chapter Members; Individuals who are affiliates of the ICF and have chosen the Japan Chapter as their affiliated Chapter.

Chapter Associates; Individuals or corporations who join the ICF Japan Chapter to support the activities of the ICF Japan Chapter.