

## Membership Dues Policy

In order to remain a member in good standing with DirectTrust, members are required to pay dues on an annual basis. Membership dues represent approximately 50% of DirectTrust's total operating budget. Below you will find additional details on how membership dues are categorized.

DirectTrust Membership dues are broken down into the nine (9) categories defined below:

1. **Corporate:** Corporations, partnerships, and other for-profit entities. Dues for a corporation are based on the entire corporation's gross annual corporate revenues.
2. **Individual:** An individual membership is for individuals who wish to support or who wishes to be kept directly informed of DirectTrust.org activities. An individual can be affiliated with and sponsored by a professional association that is a member of DirectTrust or join as an individual not employed by an organization eligible for membership in any other category.
3. **Medical and Dental Practices:** Enterprises with physicians, dentists or other medically trained personnel that provide direct medical services and/or managed care services to patients (not including Hospitals and Healthcare Systems)
4. **Non-profit:** Nonprofit professional, charitable, scientific or educational organization that qualifies under section 501(c) of the Internal Revenue Code (not including Hospital and Healthcare Systems)
5. **Hospital and Healthcare Systems:** Enterprises with medically trained personnel that provide direct medical services and/or managed care services to patients (not including Medical and Dental Practices)
6. **Public Agency:** Federal, State, city, county agency or special governmental district (not including Medical and Dental Practices or Hospitals and Healthcare Systems)
7. **Student:** Full-time student at an accredited institution of higher learning
8. **Commercial Sponsor:** Commercial sponsors are not members, but enjoy access to resources and events, together with visibility to the members. Sponsorship opportunities and costs may be defined by the Board of Directors from time to time or negotiated by the sponsoring entity on an individual basis with the Board.
9. **Other Categories:** The Board of Directors may establish additional categories of membership or sponsorship.

Membership dues invoices are sent to each member sixty (60) days prior to their membership renewal date and are due on or before that date.

## Overdue Membership Dues

In order to remain a member in good standing with access to all of the benefits of membership, members are to remain current on their annual dues payment. In the event a member's dues are not paid on time, the member will be given a 60-day grace period to pay their annual dues. After 60 days, if payment is not received the member will be suspended and removed from the membership list until payment is received. Upon payment, the member will be reinstated.

## Network Services Fee Policy

In order to remain in one or more of the DirectTrust Trust Bundles, HISPs are required to pay semi-annual Network Services Fees. Below you will find additional details on how Network Services Fees are categorized.

Network Services Fees are separated into the four (4) categories below:

- DirectTrust Member:
  1. Less than 2500 accounts and addresses
  2. More than 2500 accounts and addresses
- Non-Member
  1. Less than 2500 accounts and addresses
  2. More than 2500 accounts and addresses

Network Services Fees invoices are sent to participating HISPs sixty (60) days prior to their due date. Fees are due on January 1<sup>st</sup> and July 1<sup>st</sup>.

## Overdue Network Services Fees

In order to remain in the DirectTrust Trust Bundles, HISPs are required to remain current on their Network Services Fees. In the event a HISPs Network Services Fees are not paid on time, the HISP will be given a 30-day grace period to pay their fees. After 30 days, DirectTrust staff will notify DirectTrust management and the Trust Anchor Approval Committee of the overdue invoice. Please see the Accreditation Trust Anchor Bundle SOP, Governmental Trust Anchor Bundle SOP and the Federated Services Agreement for further information regarding unpaid fees.



## Dispute Resolution

DirectTrust management can, at its discretion, make determinations regarding membership dues and network services fees based on individual circumstances.