

EU Animal Forening

Consolidated association document

Articles of Association, appendices, rules of procedure and cooperation agreement

Working draft - updated 13-08-2026

Draft date: 13-08-2026

Association	EU Animal Forening · CVR 46402863
Business	EU Animal I/S · CVR 46392612 · VAT DK46392612
Legal registered office	Guldborgsund Kommune
Website	euanimal.eu

Important: This document is a working draft. The new Articles of Association do not take effect until adopted in accordance with the rules on amendments to the Articles. The document has been prepared without a background watermark so that all text is easy to read.

Table of Contents

1. Overview of the document package
2. Articles of Association of EU Animal Forening
3. Appendix A - Address and contact details
4. Appendix B - Membership fees and support amounts
5. Appendix C - Board overview and election cycle
6. Rules of Procedure for the Board
7. Financial Rules of Procedure
8. Cooperation Agreement between EU Animal Forening and EU Animal I/S
9. Template - Annual General Meeting
10. Template - Extraordinary General Meeting
11. Approval and signatures
12. Text for the association portal
13. Checklist before final adoption and distribution

Note: The table of contents is a fixed overview without page numbers so that the document can be edited in Word without updating fields.

1. Overview of the document package

This document consolidates the Articles of Association of EU Animal Forening and the appendices and internal rules necessary to keep the Articles short, clear and practical. Detailed workflows have been moved out of the Articles and collected in rules of procedure and appendices.

- Use the section “Articles of Association of EU Animal Forening” as the actual Articles of Association.
- The address, telephone numbers and other contact details are stated in a separate appendix and may be updated without amending the Articles of Association.
- Membership fee amounts are stated in a separate appendix/price list.
- The Board’s practical workflows are stated in the “Rules of Procedure for the Board”.
- Financial workflows, supporting-document flow, bookkeeper, auditor, purchases and equipment are stated in the “Financial Rules of Procedure”.
- The cooperation with EU Animal I/S is described in a separate cooperation agreement.
- The names of the current Board members are stated in the Board appendix and are not fixed in the Articles of Association.

Legal disclaimer: This document has been prepared as the association’s working basis and is not a substitute for specific legal advice. A relevant professional or authority should be consulted on special legal, foundation-related or audit matters.

2. Articles of Association of EU Animal Forening

Working draft dated 13-08-2026

§1 Name, registered office and CVR number

The name of the association is EU Animal Forening.

The association’s CVR number is 46402863.

The association has its legal registered office in Guldborgsund Municipality.

The association’s current address and contact details are stated in a separate appendix and are not a fixed part of the Articles of Association.

§2 Purpose

The purpose of the association is to promote animal welfare through increased transparency, education and access to information about legislation, transport, responsible animal keeping and trade in animals across the EU.

The association works to improve animal-welfare standards by making relevant and easily accessible information available to citizens, animal owners, associations, organisations and businesses.

EU Animal Forening also wishes to support the animal’s best friend - the human being - particularly in vulnerable or disadvantaged life situations where being an animal owner can help create greater quality of life, security, responsibility, care and joy in everyday life.

Persons who experience financial or practical need due to illness, unemployment, accident or other difficult life circumstances may, subject to the association’s capacity, apply for help and support in relation to their animals.

Subject to its capacity, EU Animal Forening may work to support disadvantaged animal owners through:

- information and guidance on responsible animal keeping
- help in finding relevant support options

- networks and contact with relevant persons, associations, organisations or businesses
- practical support to the extent the association is able to provide it
- communication of knowledge about animal welfare, care, well-being and responsibility
- cooperation with other parties wishing to help both animals and people
- projects, fundraising activities or initiatives that can improve the quality of life of disadvantaged animal owners and their animals
- other support which, following a specific assessment, the association is able to provide within its purpose

The association may cooperate with relevant persons, associations, businesses, organisations and public authorities wishing to promote animal welfare, responsible animal keeping and support for people and animals in vulnerable situations.

§3 Membership, membership fees, withdrawal and voting members

Any person, business or organisation wishing to support the association's purpose may be admitted as a member.

Membership is obtained by contacting the association or through the membership options made available by the association.

Membership fees are determined annually by the General Meeting.

Following a specific assessment, the Board may reduce or waive membership fees for members in special life situations.

The association may receive voluntary contributions, donations, sponsorships, support from businesses, foundation funding, grant-pool funding, public subsidies and income from activities, events and projects, provided that the funds are used for the association's purpose and comply with local law.

Withdrawal

Withdrawal must be submitted in writing to the association's Board or treasurer.

Withdrawal takes effect at the end of the paid membership-fee period, unless the Board decides otherwise.

Membership fees already paid are not refunded upon withdrawal.

Failure to pay membership fees after a written reminder may be regarded as withdrawal, and the member may be removed from the membership list.

A member who withdraws or is removed due to non-payment is not entitled to any part of the association's assets or funds.

Voting members

Members entitled to vote at the General Meeting are those who are at least 18 years old, have been members of the association for at least 12 months before the General Meeting, have paid their membership fees on time and are not in arrears.

Each voting member has one vote.

Members under the age of 18 may participate in the association's activities and General Meeting, but have no voting rights and are not eligible for election to the Board.

Businesses and organisations that are members have one vote per membership. The business or organisation appoints one person over the age of 18 to vote on its behalf.

Voting by proxy is not permitted unless the Board decides otherwise and this is clearly stated in the notice convening the meeting.

§4 General Meeting

The General Meeting is the supreme authority of EU Animal Forening.

An Annual General Meeting is held once a year and, as a general rule, during the first quarter of the year, unless the Board decides otherwise and gives reasons for this in the notice.

Notice of the Annual General Meeting must be given at least 4 weeks in advance.

Members' proposals must reach the Board no later than 14 days before the General Meeting. Proposals received shall be made available to members no later than 7 days before the General Meeting.

The notice must state the date, time, meeting format or venue, agenda, and information on how members can access proposals received and any digital participation.

The Annual General Meeting may be held physically, digitally or as a combination. The Board must ensure the greatest possible accessibility so that voting members can, as far as possible, participate regardless of their geographical residence.

Members participating digitally have the same right to speak, submit proposals and vote as members participating physically. In digital participation, identity and voting eligibility must be verifiable.

In digital participation, a vote cast must subsequently be confirmed in writing by email as directed by the chair of the meeting. The written confirmation must correspond to the vote cast during the meeting. This requirement is intended to reduce the risk of errors, delays and misunderstandings in digital communication and to document the vote.

In a secret ballot, a separate procedure preserving the secrecy of the vote shall be used. The practical procedure is laid down in the rules of procedure or by the chair of the meeting before the vote.

Decisions are made by a simple majority of the valid votes cast. In the event of a tie, the proposal is rejected.

Fixed minimum agenda for the Annual General Meeting

1. Election of chair of the meeting
2. Election of minute-taker
3. Election of vote counters
4. The Board's annual report
5. Presentation and approval of the audited annual accounts
6. Consideration of proposals received
7. Determination of membership fees
8. Election to the Board in accordance with the established election cycle
9. Election of alternates in accordance with the established election cycle
10. Information about the audit and the auditor selected by the Board
11. Any other business

The fixed minimum agenda applies only to the Annual General Meeting.

The minutes of the General Meeting are submitted for approval at the first subsequent Board meeting and are then signed by the chair of the meeting and the Chairperson. This rule applies to both Annual and Extraordinary General Meetings.

The audited accounts are signed by the chair of the meeting at the General Meeting as documentation that the accounts were presented at the General Meeting.

Eligible members may stand for election at the General Meeting without being present if the Board receives a signed and reasoned authorisation 7 days before the General Meeting.

Extraordinary General Meeting

An Extraordinary General Meeting must be held when the Board so decides, or when at least half of the association's members demand it in writing and at the same time state the matters they wish to be considered.

An Extraordinary General Meeting is held with physical attendance. Digital participation does not count as attendance, and votes may not be cast digitally or by email at an Extraordinary General Meeting.

If the members have demanded the General Meeting, at least half of the members behind the demand must attend physically. Otherwise, the General Meeting may refuse to consider the requested agenda.

The Board must issue the notice no later than 14 days after receiving the demand, and the Extraordinary General Meeting must be held no later than 6 weeks after receipt of the demand.

The agenda of an Extraordinary General Meeting must include at least items 1-3, the matter requested for consideration, and item 11 from the agenda of the Annual General Meeting.

§5 Board

EU Animal Forening is governed by a Board comprising 7 Board members and 2 alternates.

The 7 Board members comprise the Chairperson, Vice-Chairperson, Treasurer and 4 other Board members.

The Chairperson, Vice-Chairperson and Treasurer are elected directly by the General Meeting. The Board does not subsequently appoint these three offices from among its members.

All 9 elected positions are elected for terms of 2 years. There is no limit on re-election.

Election cycle

No.	Position	Up for election
1	Chairperson	Odd-numbered years
2	Vice-Chairperson	Even-numbered years
3	Treasurer	Odd-numbered years
4	Board member position 1	Even-numbered years
5	Board member position 2	Odd-numbered years
6	Board member position 3	Even-numbered years
7	Board member position 4	Odd-numbered years
8	Alternate 1	Even-numbered years
9	Alternate 2	Odd-numbered years

Alternates are not permanent Board members. An alternate may join the Board if a Board member resigns or is absent for an extended period. Extended absence means an absence from Board work for 3 months.

The Board must adopt and comply with rules of procedure. The rules of procedure are signed annually by Board members and alternates.

The Board has a quorum when at least 4 of the 7 Board members, including either the Chairperson or Vice-Chairperson, are present.

Minutes shall be kept of all Board meetings.

The Board may establish working groups, local contact groups and volunteer groups.

A departing Chairperson, Vice-Chairperson or Treasurer must assist in a proper handover and, as far as possible, remain available for questions for up to 1 month after leaving office. After leaving office, the person has no voting rights or decision-making authority unless the person remains elected as a Board member.

§6 Authority to bind the association, agreements and banking relationship

The Chairperson is authorised to bind the association and, in the Chairperson's absence, the Vice-Chairperson.

The Chairperson and Treasurer may jointly establish banking relationships and accounts following a decision by the Board.

The Chairperson and Treasurer have debit cards, and the Treasurer has access to the banking relationship.

The Vice-Chairperson has read-only access to the bank.

Agreements and contracts binding EU Animal Forening must be signed by at least 2 of the following 3 persons: the Chairperson, Vice-Chairperson and Treasurer. None of the three may alone enter into or sign an agreement binding the association.

No other Board member, alternate, employee, volunteer or other person may alone make purchases, dispose of the association's funds, enter into agreements, incur debt or otherwise financially bind EU Animal Forening.

Taking out loans, purchases on credit, leasing, financing, guarantees or other debt requires a prior decision by the Board and must subsequently be signed in accordance with the association's signing rule.

The establishment, amendment and closure of the association's banking relationships and accounts take place following a decision by the Board and in accordance with the bank's requirements.

§7 Finances, accounts, audit and liability

The association's funds are used exclusively to fulfil the association's purpose.

The association is non-profit, and no profits, assets or funds may be distributed to members, founders or Board members.

The association's assets are liable for the association's ordinary financial obligations. Board members are not personally liable solely by virtue of their Board membership, but may be held liable in criminal proceedings. Any personal liability is governed by applicable law.

The association's financial year follows the calendar year from 1 January to 31 December.

The Board is obliged to remain informed about the accounts, and the Treasurer is obliged to inform the Board about developments in the accounts and answer questions from the Board.

The Treasurer manages the cooperation with the auditor in preparing the accounts and presents them to the members at the General Meeting.

As a general rule, the Board selects and engages a registered auditor to audit the association's accounts. If applicable law, foundation funding, grant-pool funding, public subsidies or other grant conditions impose different or stricter audit requirements, the association shall comply with those requirements.

The audited annual accounts are presented at the Annual General Meeting and signed by the chair of the meeting as documentation of their presentation.

Accounting records, supporting documents and material financial documentation shall be retained for the period prescribed by applicable law and any requirements from foundations, project funding or public subsidies. Other material documents and personal data are retained only for as long as there is an objective need and in accordance with the association's applicable data-protection rules.

The practical rules on purchasing, approvals, supporting documents, bookkeeper, bank, equipment and audit flow are stated in the Financial Rules of Procedure.

§7a Paid work, voluntary work and certificates

Work for EU Animal Forening is, as a general rule, performed voluntarily and without pay.

Voluntary work is unpaid and payment cannot subsequently be claimed.

If a task is to be performed for payment, a written agreement must be in place before work begins. The agreement must describe the task, period, payment and approval.

The same task or the same working hours cannot simultaneously constitute voluntary and paid work.

Volunteers may be reimbursed for necessary and documented expenses when approved in accordance with the Financial Rules of Procedure.

Persons performing tasks involving direct contact with children, young people, older people, vulnerable or disadvantaged people must present, or consent to the obtaining of, the relevant certificate where required by the task and applicable rules.

The association records only that the relevant certificate has been seen or obtained and the date of the check.

The practical procedures for certificates and personal data are laid down in the rules of procedure and in accordance with the association's applicable data-protection rules.

§7b Suspension, removal, exclusion and confidentiality

The Board may suspend, remove or exclude a member, volunteer, cooperation partner or other person affiliated with EU Animal Forening if the person acts contrary to the association's Articles of Association, purpose, decisions, safety, trust or applicable rules.

In serious circumstances, the Board may immediately decide on temporary suspension or other necessary protective measures while the matter is investigated.

Before a final decision on exclusion is made, the affected person must be given an opportunity to comment on the matter. The Board may ask an impartial external moderator, lawyer or similar person to assist with the conversation.

Decisions on suspension, removal or exclusion must be documented in writing in minutes or an internal case note.

The Board is bound by confidentiality concerning personal cases, exclusion cases and other confidential matters. If the Board later finds that a decision or public statement about a person was incorrect or unreasonable, the information must be corrected and, where relevant, a public apology must be issued.

If there is suspicion of circumstances that should be reported to the relevant authority, the Board may decide to do so following a specific assessment.

§7c Disqualification and conflicts of interest

A Board member, alternate, volunteer or member is disqualified and may not participate in the consideration, discussion or vote on a matter if the person, close family, closely connected persons, the person's own business or other close interests may obtain a special financial or personal benefit from the decision.

At the first meeting after the General Meeting, Board members are obliged to inform the Board of their engagements that may be relevant to the Board's continuing work.

If a matter directly or indirectly concerns EU Animal I/S or another closely connected business, any financial or personal interest must be disclosed. The disqualified person does not participate in the decision.

The practical handling of disqualification - including meeting attendance, factual information and minutes - is laid down in the rules of procedure.

§7d Relationship with EU Animal I/S, advertising and joint marketing

EU Animal Forening and EU Animal I/S are two independent and financially separate entities. They may cooperate where the cooperation supports the purpose of EU Animal Forening.

Agreements between the parties must be in writing, transparent, objectively justified and entered into on reasonable terms. The association's funds and assets may not be used to finance EU Animal I/S unless there is a specific written agreement for a service that clearly supports the association's purpose.

If an advertisement or campaign primarily concerns EU Animal Forening, the association may pay the expense even if EU Animal I/S indirectly receives publicity. If it primarily concerns EU Animal I/S, I/S pays the expense. If the campaign is genuinely joint, a reasonable allocation is agreed in advance and the decision is documented.

Board members or other persons with a financial interest in EU Animal I/S do not participate in the consideration of or vote on agreements or payments between the association and I/S.

§8 Amendments to the Articles of Association

Amendments to the Articles of Association require at least two-thirds of the valid votes cast at a General Meeting.

If this majority is not achieved, an Extraordinary General Meeting may be convened at which the amendment may be adopted by at least half of the valid votes cast.

Amendments to the Articles of Association take effect immediately upon adoption.

§9 Dissolution

A decision to dissolve the association is made in accordance with the rules governing amendments to the Articles of Association, unless the General Meeting stipulates a stricter procedure when adopting the decision.

The outgoing Board shall manage the winding-up of the association.

Upon dissolution, the association's debts and other obligations are paid first.

Unused foundation funding, project funding, public subsidies and other restricted funds are handled in accordance with the conditions under which they were granted. If the conditions require repayment, the funds shall be repaid to the grantor.

If unrestricted funds, assets or equipment then remain, they must be used for purposes that promote the welfare of animals and people.

§10 Formation and status of this draft

The association was formed on 10-04-2026.

The most recently approved amendment to the Articles of Association before this working draft is dated 05-07-2026.

This working draft is dated 13-08-2026 and will not take effect until adopted in accordance with §8.

3. Appendix A - Address and contact details

This appendix contains current contact details and is not a fixed part of the Articles of Association. It may be updated when the address, telephone number or contact details change.

Item	Current information
Legal registered office	Guldborgsund Kommune
Address	Slotsvej 3. 4871 Horbelev. Danmark
Website	euanimal.eu
Contact person	Jan Koldinghus
Email	jan@euanimal.eu

Item	Current information
Shared main number - Association and I/S	71 96 05 05
Jan - Association and I/S	30 23 23 80
Charlotte/Lotte - Association and I/S	30 43 40 04
Business telephone - EU Animal I/S only	21 99 01 02

The shared main number functions as a switchboard. Calls are automatically forwarded to Jan, Charlotte/Lotte or the EU Animal I/S business telephone, depending on who is available.

The telephone solution is administered and paid for by EU Animal I/S. EU Animal I/S makes the shared telephone solution available to EU Animal Forening free of charge, and the telephone expenses therefore do not directly burden the association's accounts.

4. Appendix B - Membership fees and support amounts

Membership fees and support amounts are generally paid in euros. Amounts in Danish kroner are approximate guidance amounts and may vary with the current exchange rate.

Type	Per month	Per quarter	Per half-year	Per year
Adult member	50 DKK / approx. EUR 7	147 DKK / approx. EUR 20	294 DKK / approx. EUR 39.50	588 DKK / approx. EUR 79
Young person under 18. senior aged 65+ or disadvantaged member	40 DKK / approx. EUR 5.50	117.60 DKK / approx. EUR 16	235.20 DKK / approx. EUR 31.50	470.40 DKK / approx. EUR 63.50
Household membership. 2 adults + up to 2 children under 18	80 DKK / approx. EUR 11	235.20 DKK / approx. EUR 31.50	470.40 DKK / approx. EUR 63.50	940.80 DKK / approx. EUR 126.50
Supporting member	from DKK 40 / approx. EUR 5.50	from DKK 117.60 / approx. EUR 16	from DKK 235.20 / approx. EUR 31.50	from DKK 470.40 / approx. EUR 63.50
Business / supporting partner	100 DKK / approx. EUR 13.50	294 DKK / approx. EUR 39.50	588 DKK / approx. EUR 79	1.176 DKK / approx. EUR 158

Household membership covers 2 adults and up to 2 children under 18 at the same address.

The price corresponds to one adult rate and half an adult rate. Children under 18 are included free of charge but have no voting rights.

A young person under 18, a senior aged 65+ or a disadvantaged member may, by agreement, have the fee reduced or waived at the Board's discretion.

Membership fees and support amounts are used for the association's purpose, including animal welfare, education, projects and support for animals and people, subject to the association's capacity.

EU Animal Forening aims to establish additional local branches, contact points, volunteer groups or representatives in Denmark and, in time, abroad.

The purpose is to strengthen the association's work on animal welfare, education, volunteering, local contact and support for animals and people in more areas.

Subject to its capacity and the Board's assessment, the association wishes to establish local branches or contact points in several parts of Denmark, including:

- Copenhagen / Zealand
- Aarhus / East Jutland
- Odense / Funen
- Aalborg / North Jutland
- Guldborgsund / Lolland-Falster

In the longer term, EU Animal Forening may also establish contact points, volunteer groups or representatives in other EU countries and relevant areas of cooperation outside Denmark.

This appendix is a development and work plan and does not change the association's legal registered office, which remains Guldborgsund Municipality.

5. Appendix C - Board overview and election cycle

The Board overview shows the current Board and is not a fixed part of the Articles of Association. Names may be updated without amending the Articles.

Position	Current name
Chairperson	Jan Koldinghus
Vice-Chairperson	Charlotte Koldinghus
Treasurer	Linda Koldinghus
Board member	Mikkel Mads Koldinghus
Board member	Thomas Koldinghus
Board member	Malene Koldinghus
Board member	Annette Ingemann

Election cycle for the 9 elected positions

No.	Position	Up for election
1	Chairperson	Odd-numbered years
2	Vice-Chairperson	Even-numbered years
3	Treasurer	Odd-numbered years
4	Board member position 1	Even-numbered years
5	Board member position 2	Odd-numbered years
6	Board member position 3	Even-numbered years
7	Board member position 4	Odd-numbered years
8	Alternate 1	Even-numbered years
9	Alternate 2	Odd-numbered years

All positions are elected for terms of 2 years and may be re-elected without limitation. The names of the alternates and the position numbers of the four other Board members are stated in the minutes of the General Meeting when the election cycle is applied.

6. Rules of Procedure for the Board

These rules supplement the Articles of Association with practical workflows. They must be adopted by the Board and signed annually by Board members and alternates.

1. Meetings, decisions and minutes

The Board has a quorum when at least 4 of the 7 Board members, including either the Chairperson or Vice-Chairperson, are present.

Each Board member has one vote. The Chairperson has no casting or additional vote.

In the event of a tie, the proposal is not adopted. A material matter may be reconsidered at an extraordinary Board meeting.

Minutes shall be kept of all Board meetings and approved at the first subsequent Board meeting.

Material decisions, authorisations and conflicts of interest must be clearly stated in the minutes.

2. Alternates and transition

An alternate may join the Board upon a Board member's resignation or extended absence. Alternates have no voting rights until they have joined as a Board member.

A departing Chairperson, Vice-Chairperson or Treasurer shall assist with the handover and, as far as possible, remain available for up to 1 month. After leaving office, the person has no decision-making authority unless still elected to the Board.

3. Working groups and volunteer groups

The Board may establish working groups, local contact groups and volunteer groups. They may perform specific tasks but have no voting rights on the Board and cannot bind the association without express authorisation.

4. Disqualification

A person with a personal or financial interest in a matter shall disclose this before the matter is considered.

The disqualified person does not participate in discussion or voting. At the Board's request, the person may provide factual information and shall then leave consideration of the item.

The disqualification and subsequent decision are recorded in the minutes.

If there are insufficient non-disqualified Board members to make a proper decision, the matter shall be referred to the General Meeting or independent external advice.

5. Confidentiality and personal cases

The Board handles personal cases, certificate information, exclusion cases and other confidential matters subject to enhanced confidentiality. Information is shared only with persons who have an objective need for it.

If the association has published incorrect or unreasonable information about a person, it must be corrected and, where relevant, a public apology issued.

6. Certificates

Relevant certificates are handled according to the task and applicable rules. The association records only that the certificate has been seen or obtained and the date. Its content is not copied or recorded in this control overview.

7. Equipment, clothing and return

Equipment, valuables, documents, keys, payment cards, telephones, computers, tablets, workwear and other items made available by EU Animal Forening belong to the association unless otherwise agreed in writing.

Upon leaving or when the need ceases, the association's items must be returned without undue delay.

As a general rule, used T-shirts and shoes need not be returned. Issued but unused T-shirts or shoes must be returned.

If the association's items are not returned following a written demand, the association may require their return and, if necessary, claim damages.

Responsibility for issue and return rests with the centre manager or another manager appointed by the Board. The responsible manager records what was issued, to whom, and the dates of issue and return.

8. Annual signature

Board members and alternates confirm annually by signature that they have read and will comply with the rules of procedure.

Chairperson

Vice-Chairperson

Treasurer

Board member position 1

Board member position 2

Board member position 3

Board member position 4

Alternate 1

Alternate 2

7. Financial Rules of Procedure

These Financial Rules of Procedure describe the practical financial workflows. They supplement the Articles of Association and do not alter the signing rule.

1. Basic principle

The association's money and assets may be used only for its purpose. An ordinary Board member may participate in decisions but may not alone make purchases, use association funds or financially bind the association.

2. Approval of expenses

Expenses on behalf of EU Animal Forening must be incurred in consultation between the Treasurer, Chairperson and the person requesting or using the funds. The intended use, purpose and expected amount must be stated in advance.

The expense must be approved by both the Treasurer and Chairperson before the association is financially bound. There is no fixed threshold below which the Treasurer may act alone.

Written approvals of financial transactions are retained with the accounting records.

3. Supporting documents and accounting flow

All purchases, expenses and financial transactions must be documented by a supporting document, receipt, invoice or other sufficient documentation.

The workflow is fixed:

1. The supporting document is first submitted to the Treasurer.
2. The Treasurer checks and records it and forwards it to the association's bookkeeper.
3. The bookkeeper enters, reconciles and processes the material.
4. The necessary accounting records are then made available to the association's auditor for independent audit and control.

4. Accounts, auditor and information to the Board

The Board selects and engages the auditor in accordance with the Articles and requirements arising from legislation and grant conditions. The auditor works independently of the Chairperson, Treasurer, bookkeeper and the rest of the Board.

After the auditor's review, the final accounts and any auditor's comments are first presented to the Chairperson for information and review and then to the full Board.

The Chairperson's review does not affect the auditor's independence or entitle the Chairperson to amend, remove or withhold the auditor's comments.

The General Meeting is informed of the auditor selected by the Board and is presented with the audited annual accounts for approval.

5. Retention

Accounting records, supporting documents, approvals and material financial documentation are retained in the association's archive for as long as EU Animal Forening exists. Special requirements imposed by legislation, foundations, projects or grant providers must always be followed.

6. Bank

Accounts are opened, amended and closed following a Board decision and the bank's requirements. Each Board member personally provides required identification and personal data directly to the bank. When the Board changes, the Board ensures the bank's information and access rights are updated.

Only the Chairperson and Treasurer have ongoing access and authority to transact on the association's bank accounts.

7. Debt, credit and financing

No individual may alone take out loans, incur debt, purchase on credit, lease, finance, provide guarantees or otherwise impose a financial obligation on the association. Such transactions require a Board decision and signature under the signing rule.

8. Expenses and reimbursement

Necessary expenses may be reimbursed when approved in advance under these Financial Rules and documented. The person requesting reimbursement may not alone approve their own expense.

8. Cooperation Agreement between EU Animal Forening and EU Animal I/S

This cooperation agreement is a separate appendix and is not part of the Articles of Association.

EU Animal Forening · CVR 46402863

EU Animal I/S · CVR 46392612 · VAT DK46392612

§1 Purpose

The purpose is to create clear, transparent and financially separate cooperation that can strengthen animal welfare, association activities and development around euanimal.eu in Denmark and, in time, the rest of Europe.

§2 Roles

EU Animal Forening operates on a non-profit basis in animal welfare, volunteering, education, support for people and animals, networks and association activities. EU Animal I/S operates and develops the commercial platform and is responsible for operations, sales and earnings in the I/S.

§3 Support by I/S for association activities

Part of the purpose of EU Animal I/S's cooperation is to support EU Animal Forening's work and activities in Denmark and, in time, the rest of Europe. Support may consist of practical, technical and financial services made available by I/S.

The shared telephone solution is one example. EU Animal I/S bears its costs and makes it available to EU Animal Forening free of charge.

§4 Financial separation

The parties have separate finances, CVR numbers and accounts. The association's funds are used only for its purpose. Support from I/S must be documented and must not result in commingling of finances.

§5 Written agreements and disqualification

Agreements must be in writing, objective, transparent and on reasonable terms. Persons with a financial interest in EU Animal I/S do not participate in the Board's consideration of or vote on the agreement.

§6 Advertising and joint marketing

It cannot always be avoided that mention of one party indirectly benefits the other. The following main rule therefore applies:

- If an advertisement or campaign primarily concerns EU Animal Forening, the association pays.
- If it primarily concerns EU Animal I/S, I/S pays.
- If genuinely joint, a reasonable allocation is agreed in advance and documented.

§7 Duration and amendments

The agreement remains in force until amended or terminated in writing by either party. Amendments must be in writing.

§8 Signature

Date: _____

EU Animal Forening - for the association

EU Animal I/S - for the business

9. Template - Annual General Meeting

Notice of the Annual General Meeting of EU Animal Forening

Date: _____

Time: _____

Venue / digital access: _____

Convened with at least 4 weeks' notice.

Proposal deadline: no later than 14 days before the General Meeting.

Proposals received are made available no later than 7 days before the General Meeting.

Agenda - Annual General Meeting only

1. Election of chair of the meeting
2. Election of minute-taker
3. Election of vote counters
4. The Board's annual report
5. Presentation and approval of the audited annual accounts
6. Consideration of proposals received
7. Determination of membership fees
8. Election to the Board under the established election cycle
9. Election of alternates under the established election cycle
10. Information about the audit and the state-authorised public accountant selected by the Board
11. Any other business

Minutes and accounts

The minutes are submitted for approval at the first subsequent Board meeting and then signed by the chair of the meeting and the Chairperson. The chair of the meeting also signs the audited accounts as documentation of their presentation.

10. Template - Extraordinary General Meeting

Notice of an Extraordinary General Meeting of EU Animal Forening

Date: _____

Time: _____

Physical venue: _____

The meeting is held with physical attendance. Digital participation and digital/email voting are not used.

An Extraordinary General Meeting may be convened by the Board or demanded in writing by at least half of the association's members, stating the matters requested for consideration.

If the members demanded the meeting, at least half of those behind the demand must attend physically.

The Board issues notice no later than 14 days after receiving the demand, and the meeting is held no later than 6 weeks after receipt.

Agenda

Only items stated in the notice may be considered.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

11. Approval and signatures

When this working draft has been finally reviewed and adopted under §8, this page shall be completed. Until then, it is a working draft.

Approved on: _____

The Articles of Association take effect immediately upon adoption.

Jan Koldinghus - Chairperson

Charlotte Koldinghus - Vice-Chairperson

Linda Koldinghus - Treasurer

Mikkel Mads Koldinghus - Board member

Thomas Koldinghus - Board member

Malene Koldinghus - Board member

Annette Ingemann - Board member

12. Text for the association portal

EU Animal Forening works for better animal welfare through education, community and responsible communication of knowledge about animals, animal keeping, transport, legislation and trade in animals.

The association wishes to create greater transparency and better access to information for citizens, animal owners, businesses, organisations and others who work with or are interested in animals and animal welfare.

EU Animal Forening also wishes to support people in vulnerable or disadvantaged life situations where animals play an important role in quality of life, security and everyday joy.

For many people, an animal is not merely a pet, but a faithful friend, a source of support and an important part of life. EU Animal Forening therefore wishes to help disadvantaged animal owners with guidance, networks, practical support and other assistance so that people and animals can thrive better together.

EU Animal Forening has its legal registered office in Guldborgsund Municipality and may, by Board decision, work with local branches, contact points, volunteer groups or representatives in Denmark and abroad.

13. Checklist before final adoption and distribution

- Check CVR 46402863 for EU Animal Forening and CVR 46392612 for EU Animal I/S.
- Check that the specific address appears only in the contact appendix and not in §1.
- Check that there is no background watermark behind the text.
- Check the election cycle: nos. 1, 3, 5, 7 and 9 in odd-numbered years; nos. 2, 4, 6 and 8 in even-numbered years.
- Check that the Board comprises 7 members and 2 alternates.
- Check that only the Chairperson and Treasurer have ongoing bank access, while contracts require 2 of the Chairperson, Vice-Chairperson and Treasurer.
- Have the annual rules of procedure signed by Board members and alternates.
- Check that all purchases and expenses have supporting documents and follow the flow Treasurer -> bookkeeper -> auditor.
- Check that the auditor has been selected/engaged by the Board under the Articles and any grant requirements, and that the General Meeting is informed.
- Check that relevant certificates are recorded only as "seen/obtained" and with the date.
- Check that disqualification has been handled and documented in agreements with EU Animal I/S or other closely connected businesses.

- Check that any foundation and project conditions have been incorporated into the accounts and documentation.
- Convene the General Meeting at which the draft is to be adopted in accordance with the deadlines and rules of the Articles.
- Save the adopted Word version and a PDF copy in the association's permanent archive.