

SUMMARY OF 2020 ACCOUNTS		
INCOME 2020		

MEMBERSHIP FEES		188.935,00
Membership New Members	15.654,00	
Membership Renewals	134.011,00	
Associate Members	39.270,00	
FEES		31.075,00
Meetings registrations	1.075,00	
Fees Preparation meetings	30.000,00	
SUBSIDIES		254.494,36
IETM - Vlaamse Gemeenschap	100,00	
Subsidy - Shift Project	19.855,50	
Creative Europe 2017-2021	234.538,86	
RECUPERATION COSTS		4.704,00
Contribution office rent	1.000,00	
Payments Late Fees	3.704,00	
OTHER INCOME		1.810,74
Other exploitation products	492,74	
Sales in Belgium / Fees for participation in conferences	1.318,00	
FINANCIAL INCOME		9.147,50
Administration Invoices	9.147,50	
TOTAL INCOME		490.166,60

INCOME 2020		
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PROJECT COSTS		77.852,53
Renting Locations, Materials, documentation, communications	451,86	
Printing, Design, Stationery, others	4.745,00	
Fees speakers , teachers designers ,translation, author's	12.414,95	
Other fees (consultation and researches, Author's fees,	29.161,83	
Website	19.289,40	
Contributions to meetings	5.304,52	
Travel and subsistences (staff, Guests, Grants) related to the meetings	6.484,97	
FIXED COSTS		48.425,10
Housing costs (Rent, cleaning and Insurance, maintenance)	28.339,15	
Office Costs	11.975,71	
Membership fees	1.289,00	
Fees (accountancy, Audit, management, other subscriptions)	6.821,24	
Other Staff costs		6.337,51
Admin fees	3.795,74	
Travel costs , Accommodation , Cantine not attributed to projects	1.953,39	
Representation and Catering	588,38	
SALARIES EMPLOYEES		312.190,64
Salaries + Employer charges including holidays	305.885,30	
Social Subscriptions	4.885,00	
Lunch Vouchers	7.587,44	
Personal insurance	885,68	
Provision Holidays	-7.052,78	
PROVISIONS / DEPRECIATION		1.774,66
OTHER COSTS / Non recoverable intercommunity VAT		5.408,17
FINANCIAL CHARGES		1.666,66
E-Business charges + Bank charges	1.666,66	
Cancellation invoices from previous years		22.440,86
TOTAL EXPENDITURES		476.096,13

RESULT	14.070,47
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PROFIT TO BE CARRIED TO 2021	14.070,47
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Result	0,00
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I.E.T.M. AISBL
Square Saintelette 19
1000 Bruxelles

NE 0438.869.867

Clôture annuelle au
31 décembre 2020

1 Comptes annuels internes

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1 Comptes annuels internes

31-12-20

ACTIF	
FRAIS D'ETABLISSEMENT	
ACTIFS IMMOBILISES	
III. Immobilisations corporelles	787,21
B. Installations, machines et outillage	
230000 Frais d'aménagements	18.101,04
230009 Amortissement sur frais d'aménagements	(18.101,04)
IV. Immobilisations financières	787,21
288000 Garantie Simens	787,21
ACTIFS CIRCULANTS	
VII. Créances à un an au plus	109.122,28
A. Créances commerciales	34.122,28
400000 Clients	34.122,28
B. Autres créances	75.000,00
414000 Produits à recevoir	75.000,00
IX. Valeurs disponibles	96.813,23
550000 Bank Account EUR	97.826,29
550100 Bank Account USD	158,34
570000 Cash EUR	68,63
570100 Cash CAD	440,56
570200 Cash CHF	185,32
570300 Cash TND	20,50
570400 Cash CSK	25,87
570500 Cash PLN	9,07
580010 Master Card	(1.921,35)
ACTIF	
206.722,72	

31-12-20

PASSIF		
CAPITAUX PROPRES		62.232,60
IV. Réserves		23.489,93
D. Réserves disponibles		23.489,93
	133100 Réserve du réseau	23.489,93
V. Bénéfice reporté ou Perte reportée		38.742,67
	140000 Bénéfice reporté	38.742,67
DETTES		144.490,12
IX. Dettes à un an au plus		43.163,79
C. Dettes commerciales		20.893,33
1. Fournisseurs		20.893,33
	440000 Fournisseurs	18.787,59
	444000 Factures à recevoir	2.105,74
E. Dettes fiscales, salariales et sociales		22.270,46
2. Rémunérations et charges sociales		22.270,46
	456000 Pécules de vacances	22.270,46
X. Comptes de régularisation		101.326,33
	493000 Produits à reporter	101.326,33
PASSIF		206.722,72

31-12-20

COMPTE DE RESULTATS

I. Ventes et prestations	481.019,20
Chiffre d'affaires	221.328,00
701000 Ventes en Belgique	1.318,00
701100 Renouvellements adhésions	134.011,00
701300 Nouvelles adhésions	15.654,00
701400 Membres associés	39.270,00
702200 Frais d'inscriptions aux réunions plénières	645,00
702300 Frais d'inscriptions aux réunions satellites	430,00
702500 Frais préparation conférences	30.000,00
Autres produits d'exploitation	259.378,46
737100 Vlaamse Gemeenschap	100,00
737140 Subsidies frais indirect	19.855,50
737148 Creative Europe (PAT) 2017 - 2021	234.538,96
740000 Autres produits d'exploitation	180,00
743610 Contribution à la location des bureaux	1.000,00
743700 Amendes - frais pour paiement tardif des cot.	3.704,00
Produits d'exploitation non récurrents	312,74
764000 Autres bénéfiques d'exploitation non récurrents	312,74
I. Approvisionnements, marchandises; services et biens divers	132.615,14
Approvisionnements, marchandises	77.852,53
Achats	77.852,53
600120 Location de matériel technique conférences	115,20
600250 Webmaster, website	17.109,40
600430 Design	4.745,00
600620 Honoraire Coordination, Assistance etc.	2.400,00
600630 Honoraire Speaker	6.394,59
600645 Honoraire Consultant - Website, Webmaster etc.	2.180,00
600650 Honoraire Traduction	3.620,36
600690 Autres honoraires	21.877,50
600693 Honoraire Communication	336,66
600695 Droits d'auteurs	7.284,33
600700 Staff Travel [Projects]	2.844,04
600705 Guests Travel [Projects] (speakers etc.)	2.912,48
600710 Staff Accomodation [Projects]	551,55
600715 Guests Accomodation [Projects] (speakers etc.)	160,00
600730 Transport Local Staff	16,90
600736 Autres frais	5.168,06
600740 Catering / Restaurant / Cantine	136,46
Services et biens divers	54.762,61
Charges locatives	19.471,00
610100 Charges locatives (loyer, chauffage, etc.)	19.471,00

31-12-20

Entretiens et réparations	1.258,20
611000 Entretien et réparation	1.258,20
Frais de bureau	20.186,19
610300 Nettoyage	3.282,71
610400 Mobilier de bureau et autres petits investissement	232,77
611200 Frais d'aménagements généraux	452,91
612100 Admin. nom de domaine, hébergement du site web	101,48
612200 Cloud, serveur commun	952,95
612300 ADSL, ISDN (connexion internet)	739,17
612400 Téléphone	2.541,67
612600 Fourniture de bureau	112,95
612650 Software, hardware	4.672,63
612670 Management tools	1.188,48
612680 Communication tools	1.562,64
612700 Poste, colis, recommandés etc.	472,75
612750 Impression et Design	1.424,59
612760 Promotion	92,30
612880 Documentation (journaux, livres, abonnements)	629,77
612890 Entrance performances, musées, conférences etc.	187,42
612900 Membership fees	1.289,00
614500 Cadeaux pour Staff	250,00
Assurances	1.847,96
610200 Assurance mobilier de bureau	1.847,96
Commissions et honoraires	9.457,49
613200 Honoraire comptabilité	3.508,39
613201 Honoraires Conseil fiscal	1.500,00
613300 Avis juridique (avocats etc.)	302,00
613550 Honoraire Maintenance Informatique	601,36
613800 Honoraire Administration HR - BE	2.331,48
613820 Honoraire Chèques-repas	750,42
614100 Mensura - Frais médicaux	463,84
Frais de déplacement	1.953,39
614200 Autres frais de Staff	66,47
615100 Travel Staff, Board & Others [Not projects]	1.754,89
615400 Transport local staff [Not attributed to projects]	132,03
Dépenses de notoriété	588,38
615500 Catering / Restaurant / Cantine [Not projects]	554,38
617000 Representation [Not attributed to projects]	34,00
A.B. Marge brute d'exploitation (solde positif)	348.404,06
C. Rémunérations, charges sociales et pensions	312.190,64
621000 Salaires Brut	265077,45
621000 Charges Sociale Employeur	40.367,85
622010 Per diem	440,00
623000 Chèques-repas	8.878,00
623090 Retenue Chèques-repas	(1.290,56)
623100 Abonnement social / Frais propres à l'employeur	4.885,00

31-12-20

	623801 Provisions pour pécule de vacances (+)	22.270,46
	623802 Provisions pour pécule de vacances (-)	(29.323,24)
	626000 Assurance loi	885,68
D.	Amortissements et réductions de valeur sur frais d'établissement sur immobilisations incorporelles et corporelles	1.774,66
	630200 Dotation aux amortissements sur IC	1.774,66
G.	Autres charges d'exploitation	5.408,17
	612960 Taxes régionales entreprises	113,73
	670210 T.V.A. intracommunautaire non récupérable	5.294,44
I.	Charges d'exploitation non récurrentes	22.440,86
	664000 Autres charges d'exploitation non récurrentes	22.440,86
	<hr/> Bénéfice d'exploitation <hr/>	<hr/> 6.589,73 <hr/>
II.	Produits financiers	9.147,50
A.	Produits financiers récurrents	9.147,50
	751000 Contributions frais administratifs et bancaires	9.056,50
	754001 Différences de paiement (+)	91,00
II.	Charges financières	1.666,66
A.	Charges financières récurrentes	1.666,66
	654001 Différences de paiement (-)	5,50
	659000 Frais de banques, de chèques postaux	1.066,70
	659100 E-Business charges	594,46
	<hr/> Bénéfice de l'exercice avant impôts <hr/>	<hr/> 14.070,57 <hr/>
	<hr/> Bénéfice de l'exercice <hr/>	<hr/> 14.070,57 <hr/>
	<hr/> Bénéfice de l'exercice à affecter <hr/>	<hr/> 14.070,57 <hr/>

31-12-20

AFFECTATIONS ET PRELEVEMENTS

A.	Bénéfice à affecter	38.742,67
	Bénéfice de l'exercice à affecter	14.070,57
2.	Bénéfice reporté de l'exercice précédent	24.672,10
	790000 Bénéfice reporté de l'exercice précédent	24.672,10
D.	Résultat à reporter	38.742,67
1.	Bénéfice à reporter	38.742,67
	693000 Bénéfice à reporter	38.742,67

I.E.T.M. AISBL
Annual closing on 31 December 2020

I.E.T.M. AISBL
19 Square Saintelette -1000 Brussels
CN: 0438869867
Annual closing on 31 December 2020

I.E.T.M. AISBL
Annual closing on 31 December 2020

Contents

1 Internal annual account

3

ASSET

ADMINISTRATION FEES

FIXED ASSETS

787,21

III. Property, plant and equipment

Plant, machinery and tools

230000 Development costs.	18.101,04
230009 Depreciation on development costs	(18101,04)

IV. Financial fixed assets

787,21

288000 Siemens Phone installation warranty.	787,21
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CURRENT ASSETS

205.935,51

VII. Receivables up to one-year

109.122,28

A. Commercial Debt

34122,28

400000 Clients	34122,28
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B. Other receivables

75000

414000 Receivables	75000
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IX. Available values

96813,21

550000 KBC Current account 433-83	97826,29
550100 KBC Current account USD	158,34
570000 Cash EUR	68,63
570100 Cash CAD	440,56
570200 Cash CHF Swiss Francs	185,32
570300 Cash TND Tunisian Dinar	20,50
570400 Cash CSK Czech Koruna	25,87
570500 Cash PLN Krakow	9,07
580010 Transfer account Visa	(1921,35)

ASSET

206722,72

LIABILITIES

SHAREHOLDERS 'EQUITY	62232,60
IV. Reserve	23489,93
C. Available Reserves	23489,93
133000 Network reserve	23489,93
V. Profit carried forward or loss carried forward	38742,67
140000 Profit / Loss (-) // Profit ...	38.742,67
DEBTS PAYABLE	144490,12
IX. Debts up to one year	43163,79
C. Commercial debts.	20893,33
1- Suppliers	20893,33
440000 Suppliers // Related companies	18787,59
444000 Invoices to receive	2105,75
E. Tax, salary and social debts	22270,46
2- Remuneration and social charges.	22270,46
456000 Holiday Provision	22270,46
X. Adjustment account	101326,33
493000 Revenues to be reported	101326,33
LIABILITIES	206722,72

INCOME STATEMENT

I. Sales and services **481019,20**

Turnover **221328,00**

701000 Sales in Belgium (finished products)	1318,00
701100 Membership Renewals	134011,00
701300 New memberships	15654,00
701400 Associate Members	39270,00
702200 Registration fees for Plenary meetings	645,00
702300 Registration fees for Satellite meetings	430,00
702500 Fees preparation conferences	30000,00

OPERATING INCOME **259.378,46**

737100 Vlaamse Gemeenschap	100,00
737140 Subsidy	19855,50
737148 Creative Europe (PAT) 2017 -2021	234538,96
740000 Other exploitation products	180,00
743610 Contribution to the rental of the office	1000,00
743700 Late fees for payment	3704,00

Non-recurring operating income **312,74**

764000 Other non-recurring operating profits	312,74
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I. Supplies, goods; services and other goods **132615,14**

Supplies, goods **77852,53**

PURCHASES

600120 Conference room rentals	115,20
600250 Webmaster, website	17109,40
600430 Design	4745,00
600620 Fees for Coordination, Assistance etc.	2400,00
600630 Honorary Speakers	6394,59
600645 Honorary Consultant, webmaster	2180,00
600650 Honorary Translations	3620,36
600690 Other fees	21877,50
600693 Communication Fee	366,66
600695 Copyrights	7284,3
600700 Staff Travel costs (Projects)	2844,04
600705 Guests travel costs (Projects)	2912,48
600710 Staff accommodation (Projects)	551,55
600715 Guests accommodations (Projects)	160,00
600730 Local transport – Staff (Projects)	16,90
600736 Other expenses	5168,06
600740 Catering /Restaurant	136,46

I.E.T.M. AISBL
Annual closing on 31 December 2020

Services and other goods	57762,61
Rental charges	19471,00
610100 Rental charges (rent, heating, etc.)	19471,00
Maintenance and repairs	1258,20
611000 Maintenance and repair	1258,20
Office expenses	20186,19
610300 Cleaning	3282,71
610400 Office furniture and other small investments	232,77
611200 General improvement expenses	452,91
612100 Admin. domain name, web hosting	101,48
612200 Cloud, common server	952,95
612300 ADSL, ISDN (internet connection)	739,17
612400 Telephone	2541,67
612600 Office supplies	112,95
612650 Software, hardware	4672,63
612670 Management tools	1188,48
612680 Communication tools	1562,64
612700 Post, registered mail etc.	472,75
612750 Printing and design	1424,59
612760 Promotion	92,30
612880 Documentation (newspapers, books, subscriptions)	629,77
612890 Entrance performances, museums, conferences etc.	187,42
612900 Membership fees	1289
614500 Gifts for Staff	250
Insurance	1847,96
610200 Office insurance	1847,96
Commissions and fees	9457,49
613200 Accounting Fees	3508,37
613201 Audit Fees	1500,00
613300 Legal Advice (lawyers etc.)	302,00
613550 Computer Maintenance Fee	601,36
613800 HR Administration Fee - BE	2331,48
613820 Meal Voucher Fee	750,42
614100 Mensura - Medical Expenses	463,84
Travel costs	1953,39
614200 Other staff costs	66,47
615100 Travel Staff, Board & Others [Not projects]	1754,89
615400 Transport local staff [Not attributed to projects]	132,03
Other Expenses	588,38
615500 Catering, restaurant, Cantine Not to projects.	554,38
617000 Representations not attributed to projects	34,00

I.E.T.M. AISBL
Annual closing on 31 December 2020

A.B. Gross operating margin (positive balance)	348404,06
C.Remuneration, social security and pensions	312190,64
620000 Gross Salaries	265077,45
621000 Social charges employer.	40367,85
622010 Per diem	440,00
623000 Meal vouchers	8878,00
623090 Meal voucher deduction	(1290,56)
623100 Social subscription / Employer specific costs.	4885,00
623801 Provisions for vacation pay (+)	22270,46
623802 Provisions for vacation pay (-)	(29323,24)
626000 Staff insurance	885,68
D.Depreciation and amounts written down on formation expenses on intangible and tangible fixed assets	1774,67
630200 Depreciation	1774,67
G.Other operating expenses	5408,17
612960 Regional taxes	113,73
670 210 Non-recoverable intra-community VAT	5294,44
I. Non-recurring operating expenses	22440,86
664000 Other non-recurring operating expenses	22440,86
<hr/> Operating profit	<hr/> 6589,73
II. Financial Income	<hr/> 9147,50
A. Recurring financial products	9147,50
751000 Contributions to administrative costs	9056,50
754000 Differences of payment	91,00
II. Financial Charges	<hr/> 1666,66
A. Recurrent financial charges.	1666,66
654001 Payment differences (-)	5,50
659000 Bank charges	1066,70
659100 E-Business charges	594,46
<hr/> <i>Profit for the year before taxes</i>	<hr/> <i>14070,57</i>
<hr/> <i>Profit for the year</i>	<hr/> <i>14070,57</i>
<hr/> <i>Profit from the exercise to be allocated</i>	<hr/> <i>14070,57</i>

ASSIGNMENTS AND LEVIES

A. Profit to be allocated.	38742,67
Profit from the exercise to be allocated	14070,57
2- Profit carried forward from previous year	24672,10
790000 Profit carried forward	24672,10
D. Result to be reported	38742,67
1- Profit to be carried forward	38742,67
693000 Profit to be carried forward	38742,67