Associate Member Policies and Procedures

1. Eligibility for Associate Membership – Associate Membership is a special category of AFLV Membership available to businesses and organizations wishing to broaden their markets or work cooperatively with the fraternal community.
2. Benefits of Associate Membership –
    a. Conferences – Associate Membership gives you access to exhibiting, sponsorship, and presenting opportunities at our various conferences. Attracting nearly 3,000 students, advisors, and supporters of the fraternal market, our conferences provide showcasing, exhibiting, educational, programming, and networking opportunities.
    b. Exhibiting: Exhibiting at a conference is a great way to have face to face exposure with our attendees. The student leaders and their advisors are the key decision makers about who they will bring to campus to speak, what products and services they will buy, and in general, what companies/agencies they will work with.
    c. Showcases: As a member of AFLV, you have the opportunity to submit your speakers and lecturers to showcase at our individual conferences. Those chosen present a 45-50 minute lecture live at the conference. Keynote speakers perform for the entire conference attendance on our main stage. Featured speakers perform in a time block with two or three other featured speakers, and attendees have the opportunity to choose which featured speaker to see.
    d. Advertising: Advertising in the AFLV quarterly magazine, *Connections*, is a great way to keep your product or service in front of the potential buyers who make you successful. Exhibiting gets you in front of the buyers, but advertising keeps your product or service fresh in the minds of those important decision makers. Advertising opportunities are also available in all conference program books.
    e. Website: Associate Member information is posted in our on-line Associate Member Directory. This provides easy one stop access for our council and chapter members to your contact information.
    f. Mailing Labels – Associate Members can order one copy of our membership list mailing labels per year for $150. For more information on this opportunity, contact the Director of Member Services. Major sponsors receive a complimentary copy of the conference registrant list for the conference event they sponsor.
3. Exhibit Booth Space at Fraternal Leadership Conferences

a. Space: a fully completed application must be submitted to the designated address at least two weeks prior to the conference. All exhibits shall related to the activities of AFLV and its members and shall not detract from the general character of the conference. AFLV reserves the right to decline any exhibit application, which it feels, at its sole discretion, is not appropriate for the event.
b. Space Assignment: The Association will assign space on a first come, first served basis prior to the conference based upon the date complete exhibit registration and payment is received. Exhibitors may not alter the location of the booths without prior permission from an appropriate AFLV staff member.
c. Refunds: 50% of booth fees may be refunded, provided notification is submitted in writing to the Director of Member Services at least 30 days prior to the opening of the exhibit hall. No refunds will be given within 30 days of the opening of the show.
d. Exhibit booth furnishings: Each booth will have one table, two chairs, a wastebasket, and signage. Additional materials are the responsibility of the exhibitor.
e. Exhibitor Registration: Exhibit booth registration includes one complementary full conference registration. Additional representatives can register for a nominal fee, and meals may also be purchased for additional exhibitors. Individuals not registered, but working in the display area will be removed and the exhibit may be closed immediately.
f. Electricity: Electrical power for your Exhibit Hall space may be ordered. Exhibitor's need or use of electricity is not covered in this exhibitor agreement, and the exhibitor must arrange all electricity needs separately with the designated provider.
g. Additional Furniture: Additional furniture (tables, chairs, etc.) will be available to exhibitors at an extra charge and pending availability. Please forward requests to the appropriate designated provider prior to arriving on site for the event. The cost for additional services shall be at the sole expense of the exhibitor.

4. Exhibit Booth Policies
    a. Alcoholic Beverages: Exhibitors may not serve alcoholic beverages in the Exhibit Hall. The sale, distribution, and/or consumption of alcoholic beverages in the exhibit hall or during the conference shall be strictly prohibited.
    b. Contests, Drawings, Games, and Lotteries: All promotional activities outside of standard literature distribution in exhibit booth space must be approved in writing by the Executive Director of AFLV at least fourteen (14) days prior to the opening of the show. The Association reserves the right to shut down promotional activities that were not approved in advance.

c. Logos and Trademarks: The AFLV logo and name are registered trademarks of the Association and may not be duplicated without the written permission of the Executive Director. Please submit a detailed picture and description of how the logo will be used. Allow two weeks for the processing of your request. Know that permission will not be granted for the use of the logo on items that promote or support the use or misuse of alcohol or other substances, or items which have sexual connotations.
d. Sales: Sales may be made on the floor, however may not be conducted outside of the Associate Member business area. Exhibitors are responsible for obtaining any and all permits for conducting sales and paying all appropriate taxes.
e. Literature Distribution: All demonstrations or other activities must be confined to the limits of the booth. Distribution of circulars may be made only within the space assigned to the exhibitor distributing such materials. No advertising circulars, catalogs, folders, or devices shall be distributed by exhibitors in aisles, meeting rooms, registration areas, lounges, or grounds of the host facility. Exceptions are granted for event sponsors, within sponsorship guidelines, and Keynote and Featured Speakers, within the guidelines for those programs.
f. Prohibited Postings/Stickers: No stickers, decoration, poster, sign or similar items shall be posted on, tacked on, nailed, screwed, or otherwise attached to any column, wall, floor or any other part of the exhibition hall and/or conference building or furniture.
g. Damage to the property of others: Exhibitors agree not to injure, deface, or to otherwise damage the host property or property of other exhibitors. If such damage occurs, the exhibit will be closed, and the exhibitor will be liable for all damages.
h. AFLV expects all Associate Members to abide by all applicable state and federal regulations with regards to intellectual property laws, and exhibitors using Greek Trademarks must recognize the property rights of individual organizations and abide by appropriate policies regarding intellectual property licensing.

5. Sponsorship opportunities – The Association of Fraternal Leadership and Values offers a number of sponsorship opportunities for our Annual Conferences & Events. Sponsorship opportunities are available on a first come, first served basis, and are coordinated by the Director of Member Services. Additional opportunities may be arranged in coordination with the Director of Member Services.