



<b>Section:</b>	2. Meetings
<b>Subpart:</b>	2.3. Sponsorships
<b>Policy No.:</b>	2.3.3.
<b>Title:</b>	NCWM Meeting Space for Other Groups
<b>Effective:</b>	July 16, 2011
<b>Revised:</b>	N/A

## NCWM Meeting Space for Other Groups

**Purpose:** Define when it is appropriate for NCWM to sponsor meeting space for groups other than those recognized as part of the NCWM structure.

**Background:** The contracts that NCWM secures for Interim and Annual Meetings typically include all meeting space at no charge as long as other required minimums are met such as room nights or food and beverage. At one time, NCWM offered this complimentary meeting space to industry groups that wished to meet in conjunction with NCWM events. That practice was discontinued because of concern that NCWM might have to accommodate every request that was received to avoid being accused of unfair practices. The change in practice has caused industry groups to bear additional costs.

NCWM values the participation of individual companies and their industry associations in the standards development process. Some of these associations have been in place for many years and have demonstrated a commitment to NCWM's mission. NCWM also recognizes that these industry groups or associations can more effectively participate in the process if given the opportunity to gather separately in conjunction with our meetings to discuss technical issues.

This policy establishes specific criteria whereby NCWM may appropriately sponsor meeting space for industry associations and special interest groups who request to meet in conjunction with Interim and Annual Meetings

### Policy:

1. NCWM may sponsor meeting space in conjunction with Interim and Annual Meetings for industry and special interests groups if:
  - A. The group has established bylaws,
  - B. The group has agendas and meeting minutes demonstrating that it has met in conjunction with NCWM meetings for at least 3 consecutive years,
  - C. The group's mission is complementary to NCWM's mission, and
  - D. The group's activities have benefited NCWM and its stakeholders.
2. All meetings held in space sponsored by NCWM for industry or special interest groups shall be open to participation by any individuals who are registered for the NCWM Interim or Annual Meeting.
3. NCWM reserves the right to deny sponsored meeting space for reasons including, but not limited to limitations of space available, inadequate advance notice, or failure to meet the criteria established in this policy.

4. NCWM is not responsible for monitoring or enforcing State/Federal anti-trust regulations for attendees of meetings, or groups representing specific industry sectors.