



Directive: **Membership**
File: **Complimentary Membership**
Class: **03-05**
Date: **02/04/03**

FACT

The Corporation is organized exclusively to operate as a nonprofit organization for the promotion of Hispanic MBA alumni and candidates in the public and private sectors, within the meaning of Section 501(C) (3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.

The Corporation fosters Hispanic leadership through graduate management education and professional development in order to improve society.

DIRECTIVE:

COMPLIMENTARY MEMBERSHIP

Step 1: The Association Office and the Chapters can offer complimentary memberships **EXCLUSIVELY** as a part of a sponsorship package.

Step 2: The complimentary memberships may **NOT** be **assignable or transferable** to the chapters, universities or other entities. Only the sponsors can use them and NSHMBA will recommend to them to assign these complimentary memberships to its Hispanics employees as a way to help the organization to maintain its focus and accomplish its mission.

Step 3: The chapters will **NOT** receive allocations for the complimentary memberships given by the Association Office or the chapters.

Step 4: The number of complimentary memberships should be determined by each responsible party (the Association Office or the chapters) but they will always serve a clear purpose: increase the number of Hispanics professionals in Corporate America associated with NSHMBA.

The Association Office as part of the Conference Sponsorship Package will offer:

Sponsorship Level	Complimentary Memberships
Platinum	10
Gold	6
Silver	4
Bronze	2

Here is the proposed number of free memberships for the chapters:

Contribution	Complimentary Memberships
\$ 2,000	2
\$ 5,000	4
\$10,000	6

Step 5: When the chapters assign complimentary memberships, they must send a communication to the Membership Specialist to inform what company received the complimentary memberships and how many of them. Without a note from the Chapter President, the Membership Specialist cannot process any complimentary memberships.

Step 6: A special form is used for the complimentary memberships. The Membership Specialist keeps the forms and will send them to the companies as directed by the Chapter Presidents. Complimentary Memberships cannot be processed online at this time.

Step 7: After a year, unless we hear something different, those complimentary members will become regular members and will be billed as such.

GOVERNING DOCUMENT:

Bylaws – (Approved: 6/24/02)

Membership Growth Management – Policy 2.4 (Approved: 06/13/02)

EFFECTIVE DATE:

This Directive restates the position of the National Office with respect to responsible persons for all memberships collected from Chapter Boards of the corporation or partnership.



2/4/03

Ana Herrera-Malone
Interim Executive Director

Effective Date Approved

Revision Date - Approved