



M E E T I N G P R O F E S S I O N A L S I N T E R N A T I O N A L

MEETING PROFESSIONALS INTERNATIONAL POLICY MANUAL

February 2009

SECTION 4: TRANSFER OF MEMBERSHIP

- 4.1 Membership in MPI shall belong to the individual, not the employing organization. It is the right of the individual member to take their membership with them when they move from one position to another or change employment.
- 4.2 The member can continue the membership through the expiration date when they leave their employer and not transfer it. That individual must change their address with MPI Headquarters in order to keep their membership continuous and to receive member benefits.
- 4.3 In the event a member leaves the employing organization, leaves the industry, or for any other reason finds it necessary to terminate their membership, it is the right of the member to transfer their membership to a qualified employee within the same company. The member may do so providing the following conditions are met:
 - 4.3.1 Written notice of transfer of membership, signed by the current member, with proper and complete paperwork must be provided to MPI Headquarters prior to the expiration date of membership. The notice must include the full name and address of the new member who will assume the current membership through its expiration date. An administrative processing fee of \$100 will be charged for each transfer of membership.
 - 4.3.2 The individual receiving the transfer must complete an MPI membership application.
- 4.4 Membership transfers are only applicable to full dues paying members and are not applicable to lifetime members, students, or faculty.
- 4.5 Employers, who lose membership representation in MPI due to a member employee leaving the company and taking their membership with them, may apply for a trial three-month membership for a new or existing employee of the company to replace a departing MPI member.
 - 4.5.1 There is no fee for this trial three-month trial membership.
 - 4.5.2 A three-month trial membership is transferable one time only within the three-month period.
 - 4.5.3 Benefits of the three-month limited trial membership includes: e-mail newsletters and MPI's official publication from International, local chapter affiliation and the membership only section of the website. Upon joining as a full member the member will receive full benefits of a member.
 - 4.5.4 Benefits not included in the three-month limited membership: Member rates for all International programs, discounted services and participation in the trade shows held in conjunction with international conferences.

MPI MEMBERSHIP RELEASE FOR TRANSFER

- The MPI Membership is an *Individual Membership* which belongs to the Member and not the employing organization -- regardless of who pays for the membership.
- It is the right of the individual member to take their membership with them when they move from one position to another or change employment.
- The MPI Membership Transfer is possible **ONLY** if the current member agrees to the membership transfer, signs the release form in the section provided below, and if this membership has not expired.
- There is an administrative processing *Membership Transfer Fee of \$100 US* due at the time of transfer.
- If the current membership is due for renewal, then the payment of \$325 is due. Therefore, the \$100 Transfer For Membership Fee is not necessary.
- Transfers are only applicable to full dues paying members and are not applicable to lifetime members, faculty or students.
- The new MPI Member must submit a completed Membership Application Form with this MPI Membership Release of Transfer Form.

(Current Member's Name)

(Membership Number)

is requesting a membership transfer of his/her membership to:

(New MPI Member's Name)

(Company Name)

CURRENT MEMBER'S SIGNATURE IS REQUIRED, signifying that the current member agrees to relinquish his/her membership to the person listed above. (This must be the member's actual signature.)

Signature of Current Member (Required)

(Printed Name)

(Date)

Note: If the current member named above decides to become a member of MPI in the future, he/she must rejoin as a New Member with his/her new place of employment. This new membership request requires completion of a new "MPI Membership Application" and an accompanying payment of \$375 US. 02/20/2008