



MEETING ATTENDANCE POLICY

The Chapter acknowledges that attending monthly program meetings (included in the annual chapter membership dues) or Brainy Bites programs (at no charge) are benefits available to Chicago Chapter of IFMA members in good standing. To preserve this member benefit, this policy limits the number of meetings that non-member guests may attend as follows:

- Non-member guests may attend monthly program meetings but are required to pay the non-member guest rate.
- Non-member guests may also attend a maximum of two (2) Brainy Bites programs at no charge, IF registered and accompanied by a Chicago Chapter of IFMA member in good standing.
- Members in good standing are allowed to bring only one (1) guest to each Brainy Bites program.
- Members and non-members may not register for an event until past invoices are satisfied.
- Members and non-members who fail to cancel a Brainy Bites reservation 24 hours prior to the event will be charged a no-show fee of \$20.

Guest attendance for the monthly program meetings and Brainy Bites programs will be recorded by the Chapter Office. After reaching the maximum number of meetings allowed, the Membership Committee will notify the guest as well as the sponsoring member (if applicable) that the guest will need to become a member in order to attend any future Brainy Bites meetings.

The Chapter Office will regularly supply the Membership Committee with pertinent information regarding guests to allow them to follow-up and encourage the guests to join the Chapter.