



Member Code of Conduct and Membership Policies

ProVisors
15165 Ventura Blvd, Suite 425
Sherman Oaks, CA 91403
(818) 382-6496 Phone
(818) 382-6493 Fax
(888) 684-4437 Toll-free Phone
provisors@provisors.com
www.provisors.com

Table of Contents

ProVisors Story pg. 3

Code of Conduct..... pgs. 4-5

Responsibilities of Membership..... pgs. 6-7

Breaches in Code of Conduct or Responsibilities of Membership..... pgs. 8-9

Complaints Investigation Procedure pgs. 10-11

Membership Policies pgs. 12-18

1. PROVISORS STORY

Our Mission Statement

ProVisors is a community of experienced professionals who serve their clients as Trusted Advisors and share the highest standards of integrity, performance, and accountability. ProVisors promotes and enables relationship building, information sharing, and collaboration among its members for the benefit of their clients and one another.

Our History

Founded in 1988 and incorporated in 1991 as Professionals Network Group, Inc. (PNG), ProVisors was established to provide a community for professionals who believe success flows from a commitment to high ethical standards, devotion to the best interests of clients, and sharing resources and knowledge with fellow senior professionals. Over two decades later, ProVisors is the community of choice for thousands of Trusted Advisors in Southern and Northern California, the Midwest, and New England.

Collaborating for Success

ProVisors members collaborate with one another to generate multi-disciplinary solutions not readily available elsewhere for their clients. As a result, many business owners and operators have come to depend on ProVisors members as valuable points of access to the community's most skilled and dependable professionals to meet their business and personal needs.

Know Like Trust Refer®

ProVisors members join to build relationships with Trusted Advisors and respected professionals to get to know, like, trust, and then refer other members. Members do business with each other's clients.

Our Members

ProVisors members are experts in a wide range of fields, including law, accounting, banking and finance, insurance, and consulting. Some are sole practitioners or members of boutique firms; others practice within large, global organizations. They serve businesses ranging from small companies to the Fortune 500, with a concentration in the middle market. Membership in ProVisors is by invitation only and is limited to highly respected professionals whose standards of performance and quality of services are monitored by their fellow members. This peer accountability is one of the greatest benefits for members and clients working with ProVisors professionals.

ProVisors members commit to uphold the highest standards of integrity, performance, and accountability.

2. CODE OF CONDUCT

ProVisors members agree to abide by the following Code of Conduct:

1. **Integrity:** Behave in a legal and ethical manner based on honesty, truthfulness, and fairness.
2. **Credentials:** At all times, possess the appropriate licenses, technical skills, and proven professional ability to deliver exceptional levels of service to the business community. Members must remain in good standing for their professions. A member who claims a professional credential (*e.g.*, lawyer) must be in compliance with the standards of that credential or license. ProVisors reserves the right to verify that both candidates and members are in good standing within their profession.
3. **Accountability:** Accept responsibility for their behavior, including responding promptly to other members and their referred clients.
4. **Confidentiality:** Respect the confidentiality of other members and their referred clients.
5. **Respect:** Treat one another and the ProVisors staff respectfully, avoiding any action that may discredit ProVisors, members, or their clients. ProVisors members must refrain from any act of harassment or bullying which creates an intimidating, hostile, or offensive environment for other members or staff. ProVisors members agree to work together to provide a membership experience that is free from all forms of harassment, discrimination, retaliation, bullying, or intimidation including, but not limited to, on the basis of gender, sex, race, religion, age, sexual orientation, gender identity, or disability.
6. **ProVisors' Intellectual Property:** You will gain access to information of a confidential, proprietary, or trade secret nature ("Confidential Information") relating to the business of ProVisors and the contact information and business of ProVisors' members.

(a) ProVisors encourages you to introduce members to non-members for prospective business opportunities, and to identify potential new members who may be interested in joining ProVisors ("Permitted Uses of Confidential Information"). In complying with the Permitted Uses of Confidential Information, you may provide to a non-member the names of ProVisors' members, their contact information, and their occupations only on a need-to-know basis for the purpose of developing a prospective business opportunity for such member or for encouraging a non-member to guest at a ProVisors meeting or to join ProVisors. ProVisors requires you to use our "Refer A Member" online service to accomplish the Permitted Uses of Confidential Information.

(b) Subject to the limited Permitted Uses of Confidential Information described above, you agree that you will keep strictly confidential all ProVisors' Confidential Information and that you will not, directly or indirectly, either while you are a member with ProVisors or at any time after it: (i) use, publish, or otherwise disclose to any third party any ProVisors' Confidential Information in any format or medium, except with the express written consent of the CEO of ProVisors, or as otherwise required by law, or (ii) use, publish, or otherwise disclose ProVisors' Confidential Information in any format or medium for your benefit to compete with ProVisors or to use for spamming or other unauthorized contact with members, or for the benefit of any other person or entity to compete with ProVisors or to use for spamming or other unauthorized contact with members, or (iii) publish or allow to be published or disclosed, any ProVisors' Confidential Information to any person who is not affiliated with ProVisors, except with the express written consent of the CEO of ProVisors.

"Confidential Information" means information, whether or not marked as "confidential" or "proprietary" and whether or not in electronic or documentary form, relating to, without limitation, past, present, or future research, development, financial, technological, or business activities of ProVisors, including, but not limited to, ProVisors' member handbook, member lists, strategic partner lists, data about members and their businesses, marketing information, ProVisors' website content and design, computer software, research, designs, know-how, inventions, methods of operation, copyrightable material, patentable material, trademarkable material, and other intellectual property and trade secrets (as defined in the California Uniform Trade Secrets Act).

c) any contribution or suggestion made to ProVisors about ProVisors by a member becomes the intellectual property of ProVisors.

3. RESPONSIBILITIES OF MEMBERSHIP

To optimize the value that members bring to fellow members and derive from membership, they acknowledge the following responsibilities:

1. **Ethics:** I have read the ProVisors Code of Conduct and Ethics and agree to abide by it.
2. **Participation:** I will get to know each member of my group. I will endeavor to attend at least 75% of my group's meetings and one Accelerator Workshop during my first year of membership. In subsequent years of membership, I will commit to attending at least 75% of my group meetings every year. I will RSVP online in advance of each month's meeting. I will participate in my assigned *troikas*, which are casual three-person meetings organized at the monthly group meeting.
3. **Collaboration:** I will exchange referrals with and provide introductions to members of my group and throughout the ProVisors community.
4. **Referrals:** I will read and follow "Referral Etiquette Guidelines," as described in the Member Handbook. I will communicate the outcomes of referrals to the referring parties in a timely manner, regardless of whether business actually transpired. As appropriate, I will publicly acknowledge referrals during group meetings. Your Group Leader will be asked to attest that you are a member in good standing in advance of renewing your membership. It is likely that your Group Leader will consider the testimonials attributable to you in his/her assessment of your contributions to the health of the group.
5. **Information Sharing:** I will be a resource and proactively share information with my fellow members.
6. **Recruiting:** I will foster the continued success of ProVisors by identifying qualified new members. I will ask the candidate to contact the ProVisors Membership Development Director to complete the Application and be vetted for suitability and availability. Guesting is to be approved by the relevant Group Leader, and members should not invite candidates to guest without the express consent of the Group Leader or the ProVisors Membership Development Director.
7. **Engaging the Services of a Member:** If I engage the services of a ProVisors member or provide services to another member, I will resolve any disputes regarding such service (including fees) directly with that member. I will not involve the ProVisors community, including Professionals Network Group, Inc. ("PNG"), in any such disputes.

8. **Referral Fees:** I will not request a referral fee from another member of ProVisors.
9. **Solicitation:** I will abide by ProVisors' non-solicitation policy and will not directly solicit business from other members, solicit personal business, or ask for referrals from other members. I understand that my ProVisors' membership allows me to do business with other members' clients.
10. **Privacy:** Access to ProVisors' online membership database is an exclusive benefit of membership in ProVisors. I will not sell, rent, or share ProVisors' membership directory, or allow non-ProVisors members to view ProVisors' membership directory.
11. **Membership Database Terms of Use:** Your use of the membership database is governed by these Responsibilities of Membership, which you agreed to when you first joined ProVisors and confirm every year when you renew your membership.
12. **Membership:** I understand that my membership is individual, non-transferable, and non-refundable. Membership renewal is subject to approval by ProVisors and your Group Leader.

4. BREACHES OF CODE OF CONDUCT OR RESPONSIBILITIES OF MEMBERSHIP

All members must confirm online that they accept the ProVisors Code of Conduct and ProVisors Responsibilities of Membership prior to joining or renewing. Additionally, Group Leaders will need to attest that a member is in good standing prior to their annual renewal.

Enforcement of the Code of Conduct and Ethics is the responsibility of the Group Leader and ProVisors management. Decisions as to termination of membership are made by the Group Leader and the ProVisors CEO.

Please note: ProVisors only investigates claims of a breach of ProVisors' Responsibilities of Membership and the Code of Conduct and Ethics. For example, complaints about a member's professional competence should be directed to the relevant professional body. ProVisors will not investigate disputes about services rendered, including but not limited to, fee disputes. However, should such disputes be recurring, ProVisors, in its sole discretion, may decide to terminate the membership of the offending member.

4.1. Code of Conduct

One or more breaches of the ProVisors' Code of Conduct are cause for immediate termination of membership without reimbursement of any dues or fees previously remitted to ProVisors.

Credentials (No. 2)

Failure to hold an appropriate license or credential at any time during your membership or any false statement with respect thereto will constitute grounds for immediate termination of membership. You will be unable to re-apply for membership for one (1) year from termination and must have proof of a valid license or credential.

Respect (No. 5)

ProVisors members agree to work together to provide a membership experience that is free from all forms of intimidation, discrimination, retaliation, harassment, or bullying, including but not limited to harassment based on gender, sex, race, religion, age, sexual orientation, gender identity, or disability. Any actions such as these are grounds for immediate termination of membership. You will not be eligible to re-apply for membership.

Intellectual Property (No. 6)

The use of our membership list and member details for uses other than those prescribed in our Member Handbook are grounds for termination of membership

Integrity, accountability, and confidentiality (Nos. 1, 3, and 4) are expected standards of behavior as a member. Any serious or recurring breach of these values will result in termination of membership.

4.2. Responsibilities of Membership

The Responsibilities of Membership are guidelines, with the anticipation that they will be met. ProVisors members are expected to be professional and responsive.

Examples of conduct not meeting ProVisors' expectations include: (i) directly soliciting other members for business; (ii) failing to maintain confidentiality; (iii) failing to attend troikas and other meetings that one committed to attend; (iv) disrupting meetings; (v) failing to follow up on referrals; (vi) taking referrals, but not giving them; and (vii) other conduct not consistent with ProVisors' Code of Conduct and Responsibilities of Membership.

Fee disputes between members: We recognize that from time to time, members do seek out other members for their own personal and professional needs. When this happens, ProVisors advises that you undertake normal due diligence before engaging the services of another member. We suggest signing an agreement stating the terms of the engagement. ProVisors will not get involved in any fee disputes between members. However, if a member has recurring issues with other members with respect to services rendered, including but not limited to fee disputes, ProVisors reserves the right to terminate the membership of the offending member.

Client disputes: ProVisors will not get involved in any disputes between members regarding the non-payment of fees or non-delivery of services to or by a referred client. This is a matter between the member and the referred client. If a member repeatedly refers clients who habitually do not pay fees due for services rendered to other members, ProVisors reserves the right to terminate the membership of the referring member.

5. COMPLAINTS INVESTIGATION PROCEDURE

5.1. Process of Lodging a Complaint

If you witness or experience a member violating the Code of Conduct or Responsibilities of Membership, report the infraction to your Group Leader for initial investigation.

What should I do if a ProVisors member tells me that another member has violated the Code of Conduct or Responsibilities of Membership? Advise the member to report the alleged infraction to his/her Group Leader for investigation. Use discretion to avoid defamation.

If the violation has been committed by a Group Leader, then the alleged infraction should be reported to the ProVisors' Head of Leadership Development for investigation.

If the issue cannot be resolved by the Group Leader, that Group Leader will report the complaint to the Head of Leadership Development in the ProVisors' office.

5.2. Process of Investigation: Code of Conduct Infraction

The Group Leader contacts the ProVisors Head of Leadership Development. ProVisors will investigate the allegations by speaking to the relevant parties.

If ProVisors determines that a member has violated the Code of Conduct, termination of membership will occur immediately. The ProVisors CEO will advise the member and the Group Leader of the outcome.

If the investigation is non-confirmatory, a notice will be provided to the member that any future confirmed breach will result in termination of membership.

Confidentiality will be maintained in the investigation process to the extent practical and appropriate under the circumstances.

5.3. Process of Investigation: Responsibilities of Membership Infraction

The Group Leader will speak with relevant members within the group to assess the allegation and may speak directly with the alleged offender. A warning may be given if appropriate.

If the violation is deemed repeated or of significant impact on the safety and well-being of other members and the member is not in good standing, ProVisors will terminate membership. This decision will be made by the ProVisors Head of Leadership Development and the Group Leader.

If the complaint is about a Group Leader, the Head of Leadership Development will investigate. If the violation is deemed repeated or of significant impact on the safety and well-being of other members, ProVisors will terminate the membership of the Group Leader. If the violation is not deemed repeated or of significant impact, ProVisors may ask the Group Leader to step down from that position. This decision will be made by the ProVisors Head of Leadership Development and CEO.

5.4. Appeals Process

A member may appeal his or her membership termination to the ProVisors CEO. The CEO will review and may conduct further investigation. The final arbiter as to termination or continuation of membership is at the sole discretion of the ProVisors CEO.

5.5. Arbitration

Any controversy or claim ("Claim") you (the "Member") may have arising out of or relating to your membership in Professionals Networking Group, Inc. ("ProVisors") shall be resolved by final and binding arbitration. The arbitration shall be held in the major city which is closest to the location of the Member's home group (*i.e.*, Los Angeles, San Diego, San Francisco, Chicago, New York, Boston, and the like) and shall be conducted in accordance with the rules of ADR Services, Inc. In the event ADR Services, Inc. does not have an office within 50 miles of the Members' home group, the arbitration shall be administered by JAMS pursuant to its Streamlined Arbitration Rules and Procedures. All submissions to the arbitrator, the arbitration proceedings and the award shall be confidential.

Notwithstanding the foregoing, either the Member or ProVisors may, in aid of the arbitrator's jurisdiction, bring a proceeding seeking a temporary restraining order and preliminary injunctive relief in either federal or state court with appropriate jurisdiction. Such an order shall remain in effect until a final award is made in the arbitration described above. The arbitrator shall have the power to award permanent injunctive relief as part of the arbitration award. Additionally, a court action may be brought to enforce any arbitration award.

6. MEMBERSHIP POLICIES

6.1 Membership Policy

Membership is limited to one person per firm per ProVisors group. (The only exception is that two persons may attend from the Host firm, although only one has full membership privileges.)

Memberships are individual, non-transferable, and non-refundable. There are no corporate rates and no shared memberships. If a member is unable to attend their monthly group meeting, they may send another senior-level Trusted Advisor from the member's firm in their place. Membership is active upon payment being received in full. Annual renewal is based on the month that the initial full payment is made upon joining. The Annual Host surcharge is non-refundable.

New members must wait a minimum of six (6) months before asking to join a second group. Joining a second group is subject to Group Leader approval based on the member's attendance, commitment, and contributions to the home group and seat availability in the desired new group.

All new members are on probation for the first year. Membership renewal is at the discretion of the Group Leader and is based upon demonstrating commitment to the Responsibilities of Membership, which includes a minimum of 75% attendance at group meetings and all troikas, proactive collaboration, providing referrals, and information sharing with other ProVisors members.

6.2 Non-Solicitation Policy

ProVisors members do business with each other's clients. Members do not sell to each other. Direct and/or persistent soliciting of business and unsolicited distribution of marketing materials to other members is not only frowned upon, but is grounds for termination of membership. We are committed to safeguarding open communication and appropriate sharing among members.

What is ProVisors' definition of solicitation?

Directly asking for business. Any communication that is a direct solicitation to action. Directly promoting a product or service from which you will receive remuneration from the sale or transaction. However, if a member asks another member about his service or for individual help, there is an expectation that you can directly respond and provide services upon request to that member.

When is it OK to email members?

Emailing other members is a privilege of membership (to be able to make such broadcasts to other members you know) as long as:

1. You have asked the member FIRST and confirmed that they agree to **opt in** to receive newsletters or announcements sent to a bulk distribution mailing list.
2. If members agree to be added to your email list, the content of your emails should be educational or personal invitations to member-sponsored events. Do **NOT** ask other members for business.
3. There is an opt-out for members to easily choose no longer to receive future emails. Do not hesitate to opt out if you do not find the communication useful. Members should not be offended when members opt out. If a member asks to be removed, do not email the member to ask why.

Why post information on Needs/Deals/Wants rather than emailing members directly?

We want to avoid our members being inundated by emails. Often, direct email blasts to members create more ill will than goodwill. ProVisors encourages members to add information and events to **Needs/Deals/Wants** rather than bulk emailing members.

What is acceptable according to ProVisors' solicitation guidelines?

1. Newsletter emails where information is shared and nothing is requested (only sent to members who “opted in” to your distribution list). An example of a “newsletter” e-mail is one that provides an informational article about recent developments in the member’s field of expertise and does not include any solicitation of business from any ProVisors member.
2. Asking for warm introductions to a specific person or specific types of people (who may be interested in your services) in the Introductions section of the ProVisors Community email. Blanket introductions are not permitted.

4. Bringing your 1-sheets or marketing material to group meetings, if approved by the Group Leader.

What is NOT acceptable according to ProVisors solicitation guidelines?

1. Using the troika sheet after a group meeting to email members about your services. Remember, even though you may have met the members, it is not permissible to email them to provide company information, ask for referrals, or try to sell them something.

2. Automatically adding members to your group email or email newsletter list, without asking them FIRST if they would like to be added.

3. Members may talk about books they have written and post the information on the ProVisors Community blog; however, they may not directly offer them for sale to members.

Direct and/or persistent soliciting of business and unsolicited distribution of marketing material from other ProVisors members is not only frowned upon, but is grounds for termination of membership. We are committed to safeguarding open communication and sharing among members.

6.3 Policy Against Harassment and Discrimination

As stated in the Code of Conduct, ProVisors prides itself on guiding principles that include integrity, accountability, confidentiality, and respect. Members who engage in acts of harassment and/or discrimination directly violate these guiding principles.

ProVisors members must refrain from any act of harassment which creates an intimidating, hostile, or offensive environment for other members. ProVisors members agree to work together to provide a membership experience that is free from all forms of harassment, discrimination, retaliation, bullying, or intimidation including, but not limited to, on the basis of gender, sex, race, religion, age, sexual orientation, gender identity, or disability.

Harassment includes conduct that reasonably could be expected to and/or does interfere with an individual member's ability to avail himself or herself of all of the benefits available to ProVisors members or creates an intimidating or hostile environment at any ProVisors event or meeting. Below are some examples of harassment:

- Unwelcome or unwanted sexual advances, requests for sexual favors, and other verbal conduct, such as slurs, derogatory jokes or comments, or unwanted invitations or comments on appearance or physical condition or characteristics;
- Unwanted staring, threatening gestures, or acts of aggression; and
- Physical conduct, such as assault, unwanted touching, or blocking normal movement.

All members are responsible for helping to assure that ProVisors meetings, events and interactions are free of harassment, discrimination, retaliation, bullying, and intimidation. If you witness or experience any such conduct, please report the situation to your Group Leader or ProVisors staff member as soon as possible. The process previously discussed in **Section 4. Complaints Investigation Procedure** will be also be applied by ProVisors when investigating any complaint related to harassment, discrimination, retaliation, bullying, and intimidation.

6.4 Recruitment Policy

ProVisors has a specific strategy for growing and strengthening groups in order to improve the value of ProVisors to all of its members. The key element of that strategy involves a targeted effort to recruit new members into the organization that fit the profile that we have found to contribute to and receive the most value from ProVisors. Not all professional contacts we make are appropriate candidates for membership.

In order to deliver a high-value experience to each of our members, several specifics must be present. Our history has proven that when groups move away from the core membership of Trusted Advisors with vibrant client bases, the value proposition of the groups as a whole (and therefore ProVisors) begins to suffer.

While contributions from members can take many forms, we are only considering new members who fit the following profile:

- **Trusted Advisor:** Influencer with clients who regularly go to him/her for advice, introductions to other professionals, and resources both within and outside of their respective area of expertise or company/firm.
- **Referral Maker:** Regularly makes and receives quality referrals and introductions. Professionals who are at the top of their game, as well as rainmakers with good deal/client/prospect flow who want to share/connect others.
- **Professional:** Reflects a high degree of competence, integrity, accountability, and accessibility. Needs to be in good standing, certified and/or licensed in their respective profession.
- **Enthusiasm:** Positive and proactive people who infuse energy, enthusiasm, and a feeling of community as well as add depth and meaning to their group and ProVisors.
- **Markets Served:** Principally service middle market companies, established professional service firms and high net-worth individuals. Connect at the center of influence, including owner, CEO, CFO, COO, investor and/or Board of Directors level.

Regardless of how “good” a person is, if they are not providing advice to the key decision-makers at middle market companies or high net-worth individuals, they will not be able to “give,” no matter how hard they try. Therefore, they are not suitable

ProVisors members. Being “well connected” is not necessarily equivalent to being a Trusted Advisor.

While Group Leaders will continue to have discretion regarding retaining existing members, we are stringent regarding admission of new members. For your reference, the categories that seldom hold a Trusted Advisor relationship include, but are not limited to: residential real estate brokers; marketing representatives for corporate service providers (*i.e.*, payroll services, software vendors, document management services, etc.); providers of IT and related services; and providers of graphic design, interior design/architecture, construction and contracting, temporary staffing, or employee leasing.

Clearly there may be some individuals in these professions who are Trusted Advisors, referral makers, etc., who would be admitted as members following the interview process. We strongly encourage groups and Group Leaders to follow the Group Composition Matrix for optimum commerce.

6.5 Exclusivity Policy

Unlike most networking organizations, ProVisors does not promote exclusivity within a profession in a group. This open approach produces these important benefits: larger, more interactive groups which thrive over time; more commerce exchanged among high-level professionals who understand their clients’ needs; and a better opportunity to build relationships with a wide variety of resources and personalities.

The ProVisors’ structure for a group is based on the following concepts:

- Two (2) or more persons in the same profession may want to participate in the same group.
- Membership is on an individual basis. One member's personality may not match the client's style. Often, you may want to refer two or three persons to a client. For some of us, providing more than one referral is a requirement of our profession or firm.
- In addition to personality differences, very few persons, even in the same discipline, do the same work. For example, two intellectual property attorneys may have totally diverse practices; one may handle only patents, while the other specializes in trademarks and copyrights. Each group should know these types of distinctions.
- More important than the discipline may be the client base of that person. Two corporate attorneys could fit well in the same group. The size of the firms might be significant (large vs. small). The type of client (technology vs. healthcare providers) may distinguish the two. Also, firm "conflict of interest" could necessitate a referral to the other corporate counselor. The key is to find and emphasize the differences, rather than automatically assuming that the two are competitive and inappropriate for the same group.

- Certain categories of professionals are overly broad. For example, a financial planner might provide life and health insurance products, investment advice, tax counsel, etc. That person should join a ProVisors group focusing on one of those areas of specialty.

ProVisors Group Leaders and the ProVisors office have final discretion over admission, retention, and maintenance of the balance of professions and specialties within groups.

6.6 Politics, Religion, and ProVisors

ProVisors' email broadcasts and Needs/Deals/Wants blog are not a forum for political or social causes.

With that in mind, ProVisors does not permit announcements of political or religious events. While we are proud of all our members' accomplishments and charitable contributions, ProVisors takes a neutral stance on politics and religion so as to remain an unbiased and welcoming community for all. We kindly ask that our members refrain from emailing or posting events with a political or religious nature.

Meeting Topic Policy

Open dialogue about any topic subject to all views is welcome as long as the meeting is purposeful in promoting relationships and commerce. Outside speakers may lead a discussion, as long as they are a neutral resource for the topic.

6.7 Guesting Policy

ProVisors membership includes the ability to guest at all other ProVisors groups up to three (3) times at each group during the calendar year, subject to space availability and Group Leader approval. There are exceptions to this policy in new markets. ProVisors reserves the right to alter this policy at an appropriate time. We encourage members to maximize the value of their membership by guesting at least once a month. Request to Guest online at www.provisors.com.

6.8 Weather Policy

As member safety is of primary concern, ProVisors meetings will be cancelled due to inclement weather (snowstorm, flash flood, wildfire, etc.) if visibility or road conditions hinder travel. If school is cancelled or delayed in the town in which your meeting is located, the ProVisors meeting will also be cancelled. If school remains in session but the roads in your area are unsafe, better judgement prevails.

If time permits, please notify a ProVisors staff member so that an email can be sent to members and guests that your meeting will be cancelled. An email from the Group Leader first is always recommended.

6.9 Alcohol Policy

ProVisors' policy is not to sell alcohol under any circumstances. We encourage celebration and recognition of members — responsibly. We ask that we all look out for each other and not let anyone drink to excess and drive. We are aware that many parties offer alcohol. You are welcome to serve alcohol to your guests or, if your party is at a restaurant or bar, it is permissible to purchase alcohol directly from the vendor.

6.10 Non-ProVisors Events – Assumption of Risk and Waiver

ProVisors members have the opportunity to participate in events and activities that are organized by other ProVisors members that are neither sponsored nor planned by ProVisors (“Non-ProVisors Events”). ProVisors does not take responsibility for such events, including the safety, equipment, supervision, or training of those involved. By participating in a Non-ProVisors Event, ProVisors members (as well as the hosts of the Non-ProVisors Events) assume any and all risks of loss, damage or injury that may occur to them by or as a result of such participation, without limitation or qualification, and they waive all claims against ProVisors and its members arising from or related to such assumed risks. ProVisors may list Non-ProVisors Events on ProVisors' calendar and send electronic mail announcements or reminders of scheduled Non-ProVisors Events, which does not modify or affect in any way the assumption of risk and waiver by ProVisors members when attending Non-ProVisors Events.