



MEMBERSHIP LIST RENTAL/PURCHASE POLICY

Policy Approval Date: April 3, 2008

Policy Revised: January 19, 2010

The purchase of the ACP membership names and primary addresses is allowed under the following conditions:

1. The purchase of the membership list is permitted for **one-time use only**.
2. The list may be purchased by any individual, company or professional non-profit medical specialty organizations that are promoting a product or service that would compliment our marketing mission now and in the future.
3. They must read and complete the Mailing List Rental Form which includes an agreement limiting them to our “one-time use” policy.
4. Full payment and a copy of the mailing will be provided with the signed mailing List Rental Form, which will be reviewed and approved for delivery by the Executive Board.
5. All requests will be processed within 10 business days of receipt of the materials if approved.
 - If approved, you will be notified via email, your check/cc will be processed and your list will be delivered via email or as otherwise requested on the rental form.
 - If your request is denied, you will be notified via email and/or hard copy (depending on how the request was submitted), with an explanation why your request was denied. The original payment will be returned (if check) and/or the credit card will not be processed.

NOTE: The ACP does not allow the purchase of its membership list by any individual or organization marketing and/or promoting educational/instructional programs that compete with or are similar to those developed and marketed by the ACP within two months prior or after an ACP meeting.