



PROCEDURE MANUAL

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AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST REGION, INC. PROCEDURE MANUAL

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PROCEDURE MANUAL OF THE AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST REGION, INC.

SECTION I - POLICIES

1.00.00 ADDENDUM

- 1.00.01 This procedure manual is an addendum to the AANR Procedure Manual. The AANR Procedure Manual shall be applicable to AANR Midwest in all regards excepting as modified or supplemented herein.
- 1.00.02 When applying the AANR Procedure Manual to the AANR Midwest Region, references to AANR, the AANR President, Board of Trustees, etc. shall be translated to read AANR Midwest, the AANR Midwest President, Board of Directors, etc.

1.01.00 RECORDS MAINTENANCE

- 1.01.01 At the time of election or appointment, each elected official and committee chair will receive from his/her predecessor all correspondence and records of that position and will be provided adequate filing cabinets to maintain records.
- 1.01.02 Any obsolete records are to be reviewed by the Board of Directors before being purged from any files.

1.02.00 LEGAL POLICIES

- 1.02.01 In correlation with the legal policies contained in the AANR Procedure Manual, AANR Midwest shall maintain a legal fund to be used to assist in the defense of legal actions relating to nudism. This fund is to be financed by assigning thirty percent (30%) of the excess of general fund revenues over expenses for each fiscal year to the legal fund and will be deposited in an interest-bearing account separate from the operating account.
- 1.02.02 Any and all disbursements from the legal fund must be approved by the Board of Directors.

1.03.00 PUBLIC RELATIONS

- 1.03.01 *Advertising Reimbursement.* AANR charter clubs within the AANR Midwest region shall be eligible for reimbursement of their advertising projects up to an aggregate yearly maximum of \$500. Reimbursement shall be dependent upon copies of receipts or bills which are certified as having been paid and upon approval of the AANR Midwest President. Bills are to be submitted to the AANR Midwest Secretary/Treasurer on or before December 31 each year to be eligible for reimbursement.

- 1.03.02 *Regional Convention/Conferences Advertising.* An AANR chartered club which has been approved by the AANR Midwest Regional Assembly or by the AANR Midwest Board of Directors to host the succeeding year's AANR Midwest regional convention or an AANR Midwest Conference is eligible for a maximum Convention/Conference advertising reimbursement up to the amounts specified in the AANR Midwest budget for the respective year if:
- A. All advertisements and dates of publication have been approved by the AANR Midwest President; and
 - B. All advertisements to be reimbursed have been published in the AANR *Bulletin*.
- 1.03.03 *Eligible and Ineligible Advertising.* The following shall not qualify for reimbursement: Eligible advertising shall include, but not be limited to, printed media with a daily, weekly, monthly, or similar periodic publication schedule, radio, television, and other publicity-available broadcast media, including internet web page, push technology, and interactive media advertising.
- A. Advertising which does not bear the AANR Midwest logo or a statement that the advertiser is affiliated with the American Association for Nude Recreation -- Midwest Region, Inc.
 - B. Advertising which conflicts with the principles and standards of the AANR Midwest.
 - C. Non-landed clubs whose advertising makes reference to non-AANR nudist park grounds.
 - D. Landed or non-landed clubs not in good standing with the AANR Midwest Regional organization, as determined by the AANR Midwest Board of Directors.
 - E. Merchandise sold for profit.
- 1.03.04 *Use of AANR/AANR Midwest Materials.* AANR chartered clubs are permitted to use, quote, reproduce, extract, and/or copy AANR/AANR Midwest printed materials — including the AANR and AANR Midwest logos — in ways consistent with the principles and standards, Bylaws, and Procedure Manuals for the promotion of AANR/AANR Midwest clubs' activities.

1.04.00 PHOTOGRAPHY

The AANR Midwest policy regarding photography shall be as stated in the AANR Procedure Manual.

1.05.00 JIM COSSINS AWARD

AANR Midwest shall reimburse AANR annually for the cost of a suitable plaque for the Jim Cossins award. This award is given at the discretion of the AANR President, as outlined in the AANR Procedure Manual.

1.06.00 AMERICAN NUDIST RESEARCH LIBRARY

AANR Midwest shall maintain continuous membership in the American Nudist Research Library by submitting annual dues.

SECTION II - ASSOCIATION'S OPERATIONS & PROCEDURES

2.00.00 MEMBERSHIP

- 2.00.01 *Life Membership.* AANR Midwest Life Membership procedures shall be the same as those of AANR Life Membership, as described in the AANR Procedure Manual. The cost of an AANR Midwest Life Membership shall be 20% of the cost of an AANR Life Membership.
- 2.00.02 *Regional Associate Club.* The AANR Midwest Regional Associate Club shall be administered as outlined in the AANR Procedure Manual.

2.01.00 CAUTION LIST

Caution List procedures are as outlined in the AANR Procedure Manual.

2.02.00 BAD CREDIT LIST

Bad Credit List procedures are as outlined in the AANR Procedure Manual.

3.00.00 MEETINGS OF MEMBERS

3.00.01 *Delegates to Annual Meeting.*

- A. On or before the June 1st each year, the AANR Midwest Recording Secretary will send to AANR Midwest regional clubs one copy of the Delegate(s) Certification Credentials form to the annual meeting. (See Figure 3.1) Couples count as two (2) members; singles, as one (1). Delegate votes per club is based on one (1) vote for each twenty-five (25) AANR/AANR Midwest members or fraction thereof in a chartered club as of a date predetermined by the AANR.

Example:	25 members	1 vote	50 members	2 votes
	26 members	2 votes	51 members	3 votes

- B. Club delegates and alternate delegates are elected by the basic AANR membership within the club, or appointed by the proprietor, provided that the basic membership of the club votes to assign the selection of delegates to the proprietor.
- C. In case no elected club delegate is able to attend, the AANR basic membership within the club will specify up to four (4) clubs within the AANR Midwest to carry the delegate vote(s) for their club. However, no delegation may cast a combined total of more than thirty (30) votes, excepting that a club which has a valid voting strength in excess of thirty (30) shall be entitled to cast the full number of its own votes.
- D. Election of the delegate(s) or alternate club(s) to serve may be done in a meeting of the AANR basic membership or by mail ballot.
- E. The AANR basic membership may assign authority for election of delegate(s) and alternate club(s) to:
1. The club Board of Directors or Proprietor, as applicable;

2. The club Certifying Officer.
- F. The Delegate(s) Certification Credentials form (See Figure 3.1) must be signed by the club's Certifying Officer, as recorded in the AANR office.
- G. Husbands and wives who attend AANR Midwest conventions as delegates must have the same basic club membership.
- H. Regional Associate members shall meet at the annual convention prior to the start of the Regional Assembly to elect delegates to the AANR Midwest convention. Votes shall be allocated to the Regional Associate Club as described above in Paragraph A. However, votes shall be carried only by a member of the AANR Midwest Regional Associate Club, with each elected delegate carrying no more than one (1) vote. No proxies to other clubs shall be permitted.

3.00.02 *Membership Rights.*

- A. Any member of the association shall be permitted to attend any meeting of the board, committees, or subcommittees and shall have the right to inspect the records of such bodies whether executive, legislative, or administrative (excluding confidential membership files) provided that such inspection shall take place at the convenience of the body concerned. When attending Board of Directors' meetings, members shall have neither voice nor vote in the proceedings. Permission to speak may be granted by the board.
- B. Any member who is not an elected delegate has voice, but no vote, in Regional Assembly meetings.
- C. Any AANR Midwest member in good standing may subscribe to a package of AANR Midwest documents, upon payment of printing and mailing costs, consisting of:
 1. AANR Midwest Bylaws
 2. AANR Midwest Procedure Manual
 3. Minutes of meetings
 4. Pre-convention reports and proposed legislation
 5. Motions and mail ballot results.

The AANR Midwest Secretary-Treasurer shall establish the appropriate assessment for receiving these documents. The assessment may be increased upon notification to subscribers within thirty (30) days after the annual regional convention.

3.00.03 *Eligibility.* Eligibility procedures are as described in the AANR Procedure Manual.

3.01.00 *Convention Dates*

The date of the annual convention of members shall begin at noon on the third Sunday of July and conclude at noon on the following Sunday.

SECTION III - ORGANIZATION

4.00.00 ELECTED/APPOINTED OFFICIALS DUTIES AND RESPONSIBILITIES

4.00.01 *In General.* Candidates for AANR Midwest office shall be named in full and express a willingness to use their names in full for public purposes.

4.00.02 *Oath of Office.* At the time of official installation in office at the final session of the annual Regional Assembly, the newly-elected AANR Midwest officers and members of the Board of Directors for the ensuing year shall take the following oath of office:

I (name) do, in the presence of our Maker, solemnly promise, upon my word of honor, that while acting in the capacity to which elected, I will, at all times, carry out the will of the majority of the members of this association and will do my utmost to see that the word and letter of the Bylaws of this association are complied with by all.

4.00.03 *Annual Reports.* All executive officers, legal counsel, and committee chairs shall make annual reports to the Regional Assembly.

4.00.04 *Reimbursement.*

- A. Necessary expenses incurred to carry out the business of the association shall be reimbursed upon presentation of an itemized voucher approved by the President.
- B. Upon submission of an approved voucher, travel expenses shall be reimbursed as follows:
 1. All executive officers, directors, AANR Midwest Member Trustee, and the AANR Midwest legal counsel in attendance shall be reimbursed a portion of their travel expenses to the AANR Midwest Regional Convention and Conferences:
 - a. Reimbursement for travel will be based on the actual mileage incurred. The amount of reimbursement shall be based upon the standard business mileage rate as established by the Internal Revenue Service in effect at the time of such travel. For purposes of comparing actual expenses to mileage, mileage shall be determined by referring to a standard road atlas with trip routing in the most direct route over interstate or divided highways in a manner similar to routings used by motor carriers.
 - b. Reimbursement for the AANR Midwest President for AANR Trustee meeting and the AANR Convention shall be as follows: For transportation, the lower of the round trip coach air fare or mileage not to exceed the business travel allowance recognized by the IRS, less any amounts paid by AANR. For lodging, the actual lodging cost, less any amounts paid by AANR. For meal and incidental costs, \$25.00 per meeting or convention day (excludes travel times outside meeting days).

2. Travel expenses shall be reimbursed to officers, directors, trustee, legal counsel, and other elected and appointed officials holding their office or position prior to the beginning of a meeting or convention. Travel expenses for those first elected or appointed to a position after the beginning of a meeting or after the beginning of the first Convention meeting for any meeting during the Convention period shall not be eligible for reimbursement.

5.00.00 ELECTED OFFICIALS

5.01.00 THE PRESIDENT

In addition to those duties and responsibilities as described in the AANR Procedure Manual and the AANR Midwest Bylaws, the AANR Midwest President shall:

- A. Work closely with the AANR President and the AANR Executive Director.
- B. Appoint liaison representatives to make personal contact with and establish a line of communication between the regional organization and the AANR charter clubs and provisional groups within AANR Midwest's boundaries as determined by AANR.
- C. Appoint a Convention Coordinator to help the Convention and Facilities Chair and to assist the annual convention host club in its preparations for the convention.
- D. Appoint a Junior AANR Midwest (JAM) Coordinator to assist the JAM Chair in planning and effecting activities for the juniors during the JAM/AANR Midwest Convention period.
- E. Approve for distribution the official minutes of all formal meetings as prepared by the Recording Secretary.
- F. Submit a President's report to the editor of the quarterly regional newsletter that is mailed to all AANR Midwest members by the AANR office as an enclosure to the *Bulletin*. This report shall describe the current status of the regional association and the problems confronting it. The report published immediately prior to the regional convention shall also include reminders to return delegate credential, a summary of issues to be discussed and voted on at the convention and a description of the host club's facilities. If there is no regional newsletter published for distribution within four months of the regional convention, the President shall submit his report to the editor of the *Bulletin* for publication.
- G. The President shall submit a list at least sixty (60) days prior to the regional convention to the host club denoting all individuals who are exempt either in full or in part from JAM and AANR Midwest Convention ground fees.
- H. If permitted under AANR procedures, the President shall act as the alternate AANR regional trustee or be empowered to appoint an alternate AANR regional trustee in the event the President cannot attend AANR Board of Trustees meetings.

- I. Determine the recipient of the annual President's Award to be given each year at the Regional Convention to an individual who, in the President's opinion, has performed distinguished and meritorious services to the AANR Midwest. It will be the President's responsibility to secure the appropriate plaque for presentation.
- J. Become, upon succession, an ex-officio member of the AANR Midwest Board of Directors and be welcomed to attend the meetings of the board.

5.02.00 THE VICE PRESIDENT

The Vice President's duties and responsibilities are as described in the AANR Procedure Manual and AANR Midwest Bylaws.

5.03.00 THE SECRETARY-TREASURER

In addition to those duties and responsibilities as described in the AANR Midwest Bylaws, the Secretary-Treasurer shall:

- A. Serve as the co-certifying officer of the Midwest Regional Associate Club.
- B. Be the administrator of the AANR Midwest office and be responsible for, but not limited to, the duties of the AANR Executive Director as they apply on the regional level, other than for those duties specifically stated to be the functions of the AANR Midwest Recording Secretary.
- C. Promptly pay all properly authorized debts and financial obligations of the association. Checks written in excess of \$750 shall be signed by two authorized signers. Authorization for debit card and other electronic payments and withdrawals in excess of \$750 shall be documented with signatures on a voucher form by two authorized check signers.
- D. Send copies of the register for single-signature checks to the AANR Midwest President and Finance Chair on a monthly basis.
- E. Maintain regional bank accounts in banks approved by the Board of Directors.
- F. Submit quarterly financial reports to all elected officials and AANR Midwest clubs, with a copy of the annual financial report to the AANR office.
- G. Notify the Finance Committee chair and the President immediately if a budget allocation is in danger of being exhausted.
- H. Maintain a petty cash account for the purchase of small, routine items. At no time shall the cash value of this account exceed \$100.
- I. Conduct meetings of the Regional Assembly or Board of Directors in the absence of the President and the Vice President.
- J. Supervise registration at convention with assistance from registrars of the convention host club, including issuance of the following to registrants at the registration desk:
 - 1. Registration tags of identification
 - 2. Convention program of events
 - 3. Ground rules of host club
 - 4. Photography rules

- K. Assist the Credentials subcommittee as necessary on matters involving delegate credentials.
- L. Be a member, but not chair, of the standing committee on Finance, and submit an estimate of income and expenditures for the coming year, with accompanying explanation, to the Finance Committee for its consideration in compiling the proposed budget.
- M. Cooperate fully with the standing committee on Finance in supplying necessary records for a complete independent, outside review of the treasury every even-numbered year, or when a change of Secretary-Treasurer occurs. The report of the independent, outside auditor will be made to the annual Regional Assembly meeting by the Secretary-Treasurer.

5.04.00 THE RECORDING SECRETARY

In addition to those duties and responsibilities as described in the AANR Midwest Bylaws, the Recording Secretary shall:

- A. Call the attendance roll at all meetings.
- B. Call the roll on roll call ballots.
- C. Shall assist the President at all meetings.
- D. Take and transcribe the minutes of the meetings of the Regional Assembly and of the Board of Directors, forwarding a copy of the official minutes, as approved by the President, to each AANR Midwest officer, board member, club, provisional group and the AANR office not later than sixty (60) days after the close of the meeting. The original minutes shall be retained until after the close of the following annual convention.
- E. Collect and maintain all photography releases (See Figure 5.1) acquired from convention or any other activity sanctioned by AANR Midwest which requires such photography releases. These releases shall be maintained until the AANR Midwest board authorizes their destruction.
- F. Notify the AANR office of the results of the regional elections within ten (10) days after such elections, with a copy to the AANR Midwest President and the AANR Midwest Secretary-Treasurer.
- G. In cooperation with the chair of the Committee on Legislation, maintain the official copies of the AANR Midwest Bylaws and Procedure Manual with appropriate history of changes and amendments made within the last ten years.
- H. Distribute AANR Midwest Bylaw and Procedure Manual changes and revisions to all AANR Midwest officers, board members, clubs, provisional groups and the AANR office no later than sixty (60) days after such changes and revisions are approved by the Regional Assembly or Board of Directors.
- I. Act as a teller for all mail ballots. Prepare mail ballots and issue tally of subsequent results to each member of the Board of Directors with courtesy "no vote" copies being sent to all AANR Midwest officers, AANR Midwest clubs, provisional groups and the AANR office. Retain original ballots as proof of the report's tally. The Recording Secretary has complete responsibility for an accurate tally of votes and prompt reporting of the tally directly to the board members and officers.

- J. Include committee reports submitted with motions for study by the board before voting. Distribute to all clubs and provisional groups any such committee reports and recommendations.
- K. Generate a mailing to all AANR Midwest clubs and provisional groups on or before June 1st each year and include the following:
 - 1. A request for nominations to fill those offices up for election, as well as requests for nominations for Man, Woman, and Family of the Year. All nominations shall be placed alphabetically according to their last names on ballots for presentation to the Regional Assembly for elections as specified on the agenda.
 - 2. A form describing qualifications, term of office, etc. as set forth in the Bylaws.
 - 3. Delegate(s) Certification Credentials forms (See Figure 3.1) as required for each club.
 - 4. Any related material or forms that have been newly enacted or that material which is essential to the success of the Regional Convention.
 - 5. A convention/semi-annual conference publicity packet to be sent to all AANR Midwest clubs and provisional groups prior to those regional and semi-annual meetings, which shall include a copy of the current AANR Midwest photography rules. (See Figure 5.2)
- L. Present copies of proposed amendments to the Bylaws submitted through the AANR Midwest standing committee on Legislation to each club, provisional group, officers and board members no later than thirty (30) days prior to convention.
- M. Duplicate and distribute the agenda and any regional forms as requested by the President, Board of Directors, or Regional Assembly.
- N. Maintain a list of all standing committees and such special committees as are in existence at the time, with a roster of members and chair of each committee.
- O. Supply all AANR Midwest clubs, including provisional status clubs with one (1) copy each of:
 - 1. AANR Midwest Bylaws
 - 2. AANR Midwest Procedure Manual and
 - 3. Minutes of Regional Assembly and Board meetings.
- P. Prepare and submit to the Finance Chair at least sixty (60) days prior to the Fall Conference an inventory of supplies and equipment on hand, as well as an estimate of expenses for the coming year. Estimated expenses shall include needed repairs to AANR Midwest equipment as well as a list of equipment needed to facilitate the work of the office of Recording Secretary for inclusion in the budget for the next fiscal year.
- Q. Present Recording Secretary's annual report to the Regional Assembly as specified on the agenda, including:
 - 1. Minutes of the meetings of the current Board of Directors.
 - 2. Itemized report of mail ballots, which should include a brief summary of the contents of each motion, makers of motion, and results of motion.

5.05.00 BOARD OF DIRECTORS

5.05.01 *Annual Meeting.* The annual meeting of the Board of Directors will be held after the close of the final session of the Regional Assembly and before the close of the AANR Midwest regional convention and shall be known as the Inboard Meeting. Its purpose shall be to set the time and place of the Fall Conference of the Board of Directors, to elect the Secretary-Treasurer and to conduct any other business the board or the President shall deem necessary. Any or all appointments may be made at this meeting

5.05.02 *Other Meetings.*

A. The Outboard Meeting of the Board of Directors will be held at the AANR Midwest regional convention prior to the opening session of the general assembly. Its purpose shall be to conduct the regular business of the corporation along with finalizing its report, including any recommendations, to be made to the Regional Assembly.

B. The Board of Directors shall meet each year between October 1st and November 30th at its annual Fall Conference. The time and place of this meeting are to be set by the directors at their Inboard Meeting.

5.05.03 *Quorum.* A quorum of the Board of Directors shall be the presence of a majority of the directors then qualified and acting. At all official in-person meetings where at least four (4) qualified and acting directors are present, the regional officers may be seated as pro-tem board members, making the total number of board members present a maximum of seven (7). The officer chairing the meeting shall not be seated. The pro-tem board member(s) shall be appointed according to the following order: 1. The AANR Midwest Member Trustee, 2. Vice President, 3. Immediate Past President, 4. Any past president in attendance, with the most recent past president in attendance seated first.

5.05.04 *Expenditures.* All capital outlays and special appropriation expenditures which exceed \$300 must be approved by a vote of the Board of Directors or the Regional Assembly.

5.06.00 Legislation Chair

5.06.01 The duties and responsibilities of the Legislation Chair shall be as follows:

- Receive all proposals for amendments to the Articles of Incorporation and Bylaws, review the wording of same and review all ruling documents for conflicts, alterations of meaning, or other changes needed to implement each proposed amendment, and present each proposed amendment to the General Assembly for action, as described in the Bylaws.
- Receive all proposals for amendments to the Procedure Manual, review the wording of same and review all ruling documents for conflicts, alterations of meaning, or other changes needed to implement each proposed

amendment, and present each proposed amendment to the Board of Directors for action, as described in the Procedure Manual.

- Review all motions and proposed motions to come before the Board of Directors or General Assembly for completeness and potential conflicts with the ruling documents and parliamentary procedures.
- Maintain a complete and updated copy of the Articles of Incorporation, Bylaws, and Procedure Manual and compare and verify changes to be distributed by the Recording Secretary prior to distribution, if possible.

6.00.00 COMMITTEES - GENERAL

6.01.00 STANDING COMMITTEE CHAIRS

In addition to those responsibilities as described in the AANR Procedure Manual, each AANR Midwest standing committee chair is to receive all correspondence and records of that committee, along with adequate filing cabinets to maintain such items. Upon expiration of his appointment, a chair will turn over committee files either to the AANR Midwest President or the succeeding committee chair. Any obsolete regional records are to be reviewed by the Board of Directors before being purged from any files.

6.02.00 STANDING COMMITTEES

6.02.01 *Committee on Internal Administration.* The responsibilities of the Committee on Internal Administration shall be as described in the AANR Procedure Manual.

6.02.02 *Committee on Finance.* In addition to those responsibilities as described in the AANR Procedure Manual, the Committee on Finance shall:

- A. Recommend a proposed budget which should be circulated no less than thirty days prior to the AANR Midwest Fall Conference to all officers, board members, clubs and provisional groups of AANR Midwest for their consideration. Copies should be available at the Fall Conference, where final deliberations and acceptance are made.
- B. The proposed budget allocations shall include a category entitled "General and Contingency Fund," which shall receive an allocation of not less than ten percent (10%) of any excess funds at each year end. This fund shall be used to cover unanticipated, but necessary, expenses and costs of a general nature which cannot be properly assigned to one of the regular budget categories.
- C. In the event the Secretary-Treasurer resigns or becomes incapacitated, the Finance Chair will, on a temporary basis, assume the duties of the office of the Secretary-Treasurer.

6.02.03 *Committee on Brand Management.* The Committee on Brand Management will work with the corresponding AANR committee in all aspects of membership and club extension, development, retention, marketing, and public relations. These activities include but are not limited to:

Maintaining contact with public press, radio, television, social networking sites, and other means for publicizing the nudist lifestyle.

Improving and enhancing membership recruitment and retention.
Assisting in the development of new clubs and the maintenance and growth of existing clubs.

Working with AANR staff and contractors to develop marketing plans and advertising plans and placement.

Work with members interested in speaking in public on the subject of nudism to best express the aims, principles, standards, purposes, and values of nudism.

Utilizing the AANR publications and electronic media to keep members informed of activities within AANR Midwest through articles, interviews, etc., covering as many areas of AANR Midwest as possible.

6.02.04 *Committee on Convention and Facilities.* The duties and responsibilities of this committee are as outlined in the AANR Procedure Manual and the AANR Midwest Procedure Manual, Section IV } Convention Procedures.

6.02.05 *Committee on Legislation.* The responsibilities of the Committee on Legislation are as described in the AANR Procedure Manual.

6.02.06 *Committee on Junior AANR Midwest.* In correlation with those duties as described in the AANR Procedure Manual, the standing committee on Junior AANR Midwest (JAM) shall consider and be responsible for all matters pertaining to the operation of an associated organization for AANR Midwest members' children under the age of 18. This organization is to consist of: 1. Children ages 6 through 11, to be known as the "YAM Club", and 2. Children ages 12 through 18, to be known as the Junior AANR Midwest (JAM).

The committee shall be responsible for the operation of programs and specials events for juniors during the JAM and AANR Midwest Conventions. The committee is authorized to establish a fee for participation in the JAM program. Any such fees shall become part of the JAM Fund established in Bylaws section 9.01B. The committee shall also receive a general fund budget allocation in the current general fund budget of one hundred dollars (\$100.00) per JAM participant at the preceding year's JAM and AANR Midwest convention. This budget allocation shall not become part of the JAM Fund and carryover of unexpended funds to the following year shall be limited to \$3,000.00. The general fund budget allocation shall be available for training of advisors, transportation costs for convention activities, transportation costs for advisors for convention, and program activities at convention.

The committee shall assist JAM in developing and amending its own Bylaws, policies and procedures, provided that such Bylaws, policies and procedures do not conflict with the AANR and AANR Midwest ruling documents.

The YAM Club shall be active at convention time for the purpose of providing activities of interest to the younger children of AANR Midwest members. Funds for this club not to exceed \$250 will be derived from a budgeted item in the annual operating budget.

- 6.02.07 *Committee on AANR Midwest Scholarship.* The responsibilities of this committee shall be to consider the applications received for the two (2) \$2,000 each scholarships offered yearly by AANR Midwest (See Figures 6.1, 6.2, 6.3 and 6.4)
- 6.02.08 *Committee on Government Affairs.* This Committee shall be responsible for the affairs of the corporation relating to the various governmental bodies (i.e. monitoring legislation and administrative decisions potentially affecting the practice of nudism, and developing and maintaining contacts with legislators and administrative officials).
- 6.02.09 *AANR Midwest Hall of Fame.* The AANR Midwest Hall of Fame Committee will have complete responsibility in evaluating the nominations for the AANR Midwest Hall of Fame award. It shall have full authority in all its decisions to grant this award. The AANR Midwest President shall appoint the Chair of the Hall of Fame Committee. To serve as Chair of this committee, an individual must have been a member in good standing of AANR Midwest (formerly known as Midwest Sunbathing Association) for at least five (5) years. The committee shall consist of five (5) members excluding the chair who have their basic membership in the AANR Midwest Region and have familiarity with the history of AANR Midwest. The AANR Midwest Board as a whole and the AANR Midwest President in his/her own right shall appoint two (2) members each to this committee. The AANR Midwest President shall be the fifth member of this committee and shall take an active part in its deliberation, but shall not be chair. The Nominating Committee shall be directed to prepare a list of no less than four (4) nor more than eight (8) recommended candidates for appointment. The previous chair shall pass all relevant material to the new chair within thirty (30) days of the convention.
- A. Each new committee member must have been an actively participating member of the nudist movement for at least three (3) years.
 - B. The award shall consist of one (1) plaque to go to the recipient, with their name being added to the regional plaque which will contain an ongoing list of members of the AANR Midwest Hall of Fame. This regional plaque will be displayed at all AANR Midwest regional conventions.
 - C. Not more than two awards shall be made in any one (1) year.
 - D. Awards shall not be mandatory in any year or series of years. The deadline of January 1st is required so that any investigation by the committee can be completed prior to the Regional Convention. Recommendations may be made by an individual, group of individuals, clubs or regionals.
 - E. Nominations must be made on AANR Midwest Hall of Fame Recommendation forms (See Figure 6.5), which may be obtained from the AANR Midwest Hall of Fame Chair, this Procedure Manual, the Secretary-Treasurer, the Recording Secretary, or the AANR Midwest web site. Completed forms must be forwarded to the committee chair postmarked no later than January 1st of any year to be eligible for selection to the Hall of Fame in the current year.
 - F. Names submitted for the Hall of Fame Award shall remain confidential.
 - G. Upon receipt of a recommendation, the chair will set in motion any necessary investigation to substantiate the recommendation. The chair may consult

anyone necessary to substantiate the information, including research in archives. If it is not possible to complete the investigation thoroughly in the given time, the name submitted may be held in abeyance until the following year.

- H. The criteria which the AANR Midwest Hall of Fame Committee will adhere are as follows:
 - 1. To be an eligible candidate for induction into the AANR Midwest Hall of Fame, there must be proof of continuous membership in the nudist movement for at least ten (10) years, at least five of which must be in the Midwest Region.
 - 2. The candidate's contribution must be of regional importance or an outstanding, valued contribution to the nudist movement and its growth, even if they are rendered at the club level.
 - 3. The contribution must be of such notability that it will not soon be duplicated.
- I. The committee chair will send ballots to the committee members no later than May 1st. The information accompanying the ballot shall indicate the sources of confirmation of the recommendation. Committee members shall complete the voting process and return the ballots to the chair by June 15th. The chair will vote only if there is a tie or in the events covered by following paragraphs L, M, and N. Each nominee shall be evaluated on their suitability for the award with a vote of zero (0) to ten (10), with ten (10) being the best. The committee chair will total all ballots and average the totals. Only ballots received will be averaged.
- J. A nominee must have a vote average of seven (7) or more to receive the Hall of Fame Award.
- K. If a nominee does not receive a vote average of three (3) or more, the recommendation will be returned to the initiator. Recommendations receiving a vote average of three (3) or more will remain in consideration for subsequent years. The maximum length of time any recommendation shall be considered by the committee is five (5) years from the date the recommendation was initially received. If, after that period of time, an award is not presented to that nominee, the recommendation will be returned to the initiator.
- L. A committee member who has been nominated for the award, may not act as a judge.
- M. A committee member who has a family member nominated may not vote on that nomination.
- N. A committee member who has submitted recommendations may not vote on those nominees.
- O. The Hall of Fame Committee shall meet and evaluate its operation and procedures at each general assembly and present a detailed report of the committee at the fall meeting.
- P. The decision of the committee is final.

- Q. The presentation of the award shall take place at the annual Regional Convention.
 - R. In any year where there are fewer than two applications for the award, the Chair may research or assign a committee member or other knowledgeable regional member to research deceased AANR Midwest members who may qualify for nomination, and complete an application based on that research. Ballots issued on these nominations shall not be subject to the conditions of subparagraphs M and N above.
 - S. The Committee shall prepare a biographical sketch of each award winner, with such sketch to be kept in the AANR Midwest Library.
 - T. The Hall of Fame Committee Chair or the AANR Midwest President shall determine whether a living recipient or the club representative of any recipient will be in attendance at the time of presentation. The invitation to attend, if necessary, may be discreetly made directly, keeping in mind the award isn't announced until its presentation.
- 6.02.10 *AANR Midwest Service Award.* The AANR Midwest Service Award may be presented annually to recognize the service of not more than five (5) members who have shown their dedication to AANR Midwest by giving their time and talents to the work of the organization
- A. The Service Award will be presented for service to the AANR Midwest by individuals who have served for at least five (5) years — not necessarily /continuously nor currently — in ways that have contributed to the betterment of the region, its clubs and its members. This award shall be presented without regard to other awards the individual may have received.
 - B. Nominations for this award may come from any AANR Midwest member, using the designated nomination form (See Figure 6.6).
 - C. Nominations shall be presented by July 1st prior to each General Assembly for the consideration in any year. Nominations may be accepted until 8 PM of the day before the final scheduled day of the General Assembly. However, if their qualifications are unable to be verified at that time, the applications may be held over until the following year. Nominations may be sent to the Hall of Fame Chair.
 - D. Selection of the recipient(s) will be determined by the Hall of Fame Committee, whose decision will be final.
 - E. Announcement of the recipient(s) will be made and the award presented during the General Assembly.

6.03.00 CONVENTION COMMITTEES

- 6.03.01 The Presiding Officer shall appoint members to the following committees prior to or at the beginning of the annual convention:
- Credentials
 - Nominations
 - Election and Tally

- 6.03.02 The Credentials Committee shall be responsible for receiving and authenticating delegate credentials and shall consist of one or more members.
- 6.03.03 The Nominations Committee shall be responsible for receiving nominations for all elected offices and awards, including nominees to be elected to the Hall of Fame committee by the incoming board of directors. The Nominations Committee shall also be responsible for verifying the eligibility of all nominees to elected office and the Hall of Fame Committee. The Nominations Committee shall consist of three members, one of whom shall be named as chair.
- 6.03.04 The Election and Tally Committee shall be responsible for the collection and counting of all paper ballots and may be called upon by the chair of the meeting to assist in the count of other votes. The committee shall consist of no less than three members, none of whom are a candidate for elective office or related to a candidate for elective office. A member nominated for an elected award shall not participate in a count including that award.

7.00.00 SPECIAL COMMITTEES

7.01.00 IN GENERAL

Special committees may be appointed by the President to give attention to matters not falling within the province of a standing committee. The size, composition and chair of such special committees shall be at the discretion of the President, unless otherwise stated in the AANR Midwest Bylaws or Procedure Manual.

7.02.00 MATCHING GRANT PROGRAM

The purpose of the matching grant program is to provide funding assistance for club projects that will encourage and enhance the growth of clubs in the Midwest Region. Eligible projects do not have to involve physical facilities, but grants for physical facility improvements are only available to landed clubs.

In order to be considered for a given year's matching grant program, a project's description must include an estimated or actual start date and must include an estimated completion date considered reasonable given the project's overall scope, but preferably within one year of the start date. A club contemplating a project with a substantially longer timeframe is encouraged to break down the project into key component projects and apply using one of the components as the subject of the grant application. A club may apply for a grant based on a project whose actual start date is up to one year prior to the application deadline for the current year's grant, and may include projects that are completed prior to that application deadline.

- A. At the Inboard Meeting, the AANR Midwest Board of Directors shall decide if funds are available that year for the Matching Grant Program for club development. If funds are available, the AANR Midwest Board of Directors shall establish the amount of the grant for the year.

- B. If it is determined that funds are available, the AANR Midwest President shall, at the Inboard Meeting, appoint a committee of three (3) persons from non-landed clubs, judging landed club applications for grants and three (3) persons from landed clubs, judging non-landed club applications for grants.
- C. If funds are available, the AANR Midwest Finance Chair shall notify all AANR Midwest Clubs of the availability of this grant and send the Matching Grant Application form to each club. (See Figure 7.1) Interested and qualified clubs shall return the completed application form to the AANR Midwest Finance Chair by web submission, email, or at the Region's business address by way of certified mail postmarked no later than December 1st.
- D. Applications for such grant shall be forwarded to all committee members no later than December 31st.
- E. Based on the information contained in the application forms, each committee member shall select the three (3) submissions which in his/her opinion are the most qualified, awarding three (3) points for his/her first choice, two (2) points for second and one (1) point for third place on the tally sheet provided. (See Figure 7.2) The completed tally sheet must be returned to the AANR Midwest Finance Chair no later than January 31st.
- F. The AANR Midwest Finance Chair shall sum the scores from the committee members, presenting the results to the board at its next regular, electronic, or special meeting, or other communication to all officers and members of the Board, but in no case later than April 30. In the event of a tie score, a ballot listing the tied clubs will be sent to the Grant Committee members to determine the selected club.
- G. Matching funds will be forwarded to the winning club within thirty (30) days after the letter of acceptance and promissory note drawn up by the AANR Midwest Legal Council (See Figure 7.3) are received in the AANR Midwest office from the winning club.

SECTION IV - CONVENTION PROCEDURES

8.00.00 DUTIES OF COMMITTEE ON CONVENTION AND FACILITIES

8.01.00 GENERAL ARRANGEMENTS

The responsibilities of the Committee on Convention and Facilities shall include:

- A. Requesting bids for the AANR Midwest Regional Convention two (2) years hence and the next Conference from eligible clubs. (See Figures 8.1 & 8.2) The deadline for submission of all bids shall be noon (convention site time) on Tuesday of Convention week. The Convention site shall be chosen by the General Assembly and the conference site shall be chosen by the incoming Board. If no bids are received for Convention or if all timely bids are rejected, choice of the Convention site shall fall to the Board of Directors.
- B. Preparation of the convention program of events, after consultation with the host club and Junior AANR Midwest Committee Chair.
- C. Approving all vending during convention with the host club.
- D. Making arrangements for evening entertainment.
- E. Delivering convention tags, camera tags, ground fees stickers, programs, registration rules and costs at least two (2) weeks prior to convention.
- F. Making arrangements for the awards to be given at the AANR Midwest Convention including, but not limited to:
 1. AANR Midwest Man, Woman and Family of the Year
 2. Convention Host Club Man, Woman and Family of the Year
 3. Junior Man and Woman of the Year
 4. Travel Award
 5. Harold Brown Award (Most Valuable Male Player)
 6. Tom Goin Award (Most Valuable Female Player)
 7. Marv Hylin and Brenda Hylin Fauster Award (Most Team Spirit and Sportsmanship)
 8. Gary Shepherd Award (AA Volleyball Most Valuable Player)
 9. Sports awards in all categories of competition.
 10. Up to 5 service awards
 11. Hall of Fame Award

Where no contest is held or no nominations for a particular award are received, the award need not be given. The Sports Committee shall determine whether sports awards are to be withheld. The delegate assembly shall determine whether AANR Midwest and convention Host Club Man, Woman and Family of the Year are to be withheld. The Junior AANR Midwest Committee shall determine whether Junior. Man and Woman of the Year are to be withheld.

8.02.00 AANR MIDWEST EVENTS CONTRACT

- A. The AANR Midwest events contract (See Figure 8.3) for all events shall be executed by the contracting parties not later than the closing of the AANR Midwest Convention at which they are awarded.
- B. Upon execution of the contract, the Host Club's application, with appendix, the AANR Midwest/JAM Convention Program booklet (where applicable), Convention Manual (where applicable) and AANR Midwest/ANNR Bylaws, Procedure Manuals shall become a part of this contract.
- C. Any part of the contract may be amended, revised, or changed at any time upon mutual written agreement of the contracting parties. For the AANR Midwest this shall require action of the Regional Assembly or the Board of Directors, if the Regional Assembly is not in session.

8.03.00 AANR MIDWEST SPONSORED SPORTS EVENTS RULES

8.03.01 *All Sports:* AANR Midwest Sponsored sports are: Badminton – Swimming – Volleyball – Shuffleboard – Miniten – Pool - Table Tennis – Horseshoes – Tennis – Petanque – Darts – Golf – Pickle Ball.

A. General:

- 1. All sports events conducted will be dependent upon availability at the host club and according to the current national rules, copies of which may be included in the AANR Midwest Sports Manual and/or can be secured from the AANR office.
- 2. Changes to the AANR Midwest Sports Manual, as voted by the AANR Midwest Board, shall not take effect until the following annual Regional Assembly meeting.
- 3. A bulletin board, which includes pens or pencils, for registration of all sports tournaments — individual, team and pool — shall be provided by the host club and posted in a conspicuous place.
- 4. Convention host clubs may have tournaments in additional sports, however, the host club will be responsible for any awards.
- 5. In cooperation with Sports Chair, the convention coordinator and AANR Midwest Recording Secretary will be responsible for the development and distribution of a Pre-Registration Form, along with a Convention Agenda. These forms are to be mailed to all AANR Midwest Clubs along with other Convention documents on or before June 1st each year.
- 6. The Convention Host Club will supply the necessary sports equipment to conduct the sports events.

B. Participants:

- 1. Must be paid-in-full AANR Midwest members in good standing.
- 2. Participants or players must be members in good standing of an AANR Midwest club for thirty (30) days prior to the convention date.

C. Scheduling:

- 1. The host club sports tournament chair will decide the sports tournaments to be played, subject to the approval of the AANR Midwest Convention

and Facilities chair. The above sports chair will appoint a chairperson for each sport.

2. Sports tournament finals are not to conflict with the business sessions of the Regional Assembly.
3. No tournaments will be held up by any one individual because of that individual's participation in another tournament.

8.03.02 *Team and Individual Sports Rules Except Volleyball.*

- A. Sports other than volleyball, may be conducted on a specific day(Wednesday thru Saturday). A schedule of all sports, their starting days and times will be sent to all clubs with the convention delegate package, along with a sports pre-registration form.
- B. Participants arriving late shall play the same number of games, if possible, as all other participants, in order to win.
- C. AANR members from other regions will be allowed to enter individual sports competitions at the discretion of the convention sports chair. Such competitors shall not be eligible to receive awards.

8.03.03 *Volleyball.*

- A. USAV rules are to be used for tournaments.
- B. The AANR Midwest Sports Coordinator is responsible for engaging referees to be paid by AANR Midwest. Referees shall be either certified or very well qualified.
- C. The AANR Midwest Sports Coordinator will be the volleyball charman and shall determine the type of tournaments, team composition, pairings, drawings, and all other matters. He may appoint an assistant to handle any or all of these issues for him.
- D. All volleyball tournaments and games shall be run to maximize available playing time for participants while ensuring that trophy or prize competitions are appropriately matched for skill.

APPENDIX

Figure 3.1

THE AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST REGION, INC.

Delegate(s) Certification Credentials for 20____ Annual Convention of the Regional Assembly

Held at _____

From _____, 20____ To _____, 20____

CLUB NAME: _____ No. of Votes: _____

Please list below your club's delegate(s) and alternate(s) in order of their elected preference:

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Please list below, in order of preference, other **AANR Midwest** clubs whose elected delegate(s) will carry your vote(s) if your delegate(s) cannot attend:

CLUB 1 _____	CLUB 2 _____
CLUB 3 _____	CLUB 4 _____

Please check below the method of delegate(s) election used by your club:

- Delegate(s) and alternate delegate(s) were elected by the AANR/AANR Midwest basic membership of this club in a General Meeting held on _____ (date).
- Delegate(s) and alternate delegate(s) were elected by the AANR/AANR Midwest basic membership of this club by mail ballot dated _____.
- The AANR/AANR Midwest basic membership of this club voted to assign the authority of election of delegate(s) and alternate(s) to: (check which one applies)
 - _____ Club Board of Directors or Proprietor
 - _____ Club Certifying Officer, who, in exercising this power selected the above listed delegate(s) and alternate delegation(s).

I, the undersigned, hereby certify that the above named Delegate(s) and Alternate(s) and other club delegation(s) have been duly elected as above stated in compliance with the provisions of the AANR/AANR Midwest Bylaws and Procedure Manuals.

SIGNED: _____ DATE: _____
(Club Certifying Officer)

FILING & MAILING INSTRUCTIONS

Complete **four** copies, filling in all spaces applicable to certification of your club's delegation and alternate delegation(s).

- Distribution:**
- A. Mail original copy to AANR Midwest Credentials Committee at:the Convention site.
 - B. Mail one copy to the AANR Midwest Secretary-Treasurer.
 - C. Give one copy to the chairperson of club delegation or alternate(s)
 - D. Retain the fourth copy in the club's files.

FINAL FILING DATE: _____

Figure 5.1



**AMERICAN ASSOCIATION FOR NUDE RECREATION – MIDWEST REGION
PHOTO RELEASE FORM
FOR PUBLICATIONS AND ALL ELECTRONIC MEDIA**

IMPORTANT RELEASE OF RIGHTS – PLEASE READ CAREFULLY

The person(s) whose signature(s) appear(s) below do hereby grant permission to the American Association for Nude Recreation-Midwest Region (AANR-MW) to take their photograph while engaging in nudist activities and to publish these photographs in whatever form they are taken including, but not limited to, traditional photography, digital photography, or other mechanism of taking photographs for the purposes of publishing these traditional or digital images in nudist newsletters, nudist monthly publications including, but not limited to, the American Association for Nude Recreation (AANR) monthly Bulletin and any associated publications, club websites, the AANR website and other publications.

This release is a blanket release and gives AANR-MW the exclusive rights to the use of the images recorded for the purposes outlined herein, without compensation and without ownership rights to the subject of the photograph.

The below signed hereby releases and discharges AANR-MW, and AANR from any liability for publication of these photos in their nudist publications and/or nudist websites, DVDs, or other media.

I have read the above release, fully understand it and am releasing my rights as indicated. A minor must have the parent or legal guardian sign this release.

DATED this ____ day of _____, 20__.

Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
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Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____
Print Name; _____	Signature: _____

Figure 5.2

AANR MIDWEST EVENT PHOTOGRAPHY RULES

1. All participants and guests of the event will abide by the photography rules as established by AANR Midwest. All rules not covered by this section on AANR Midwest photography rules will fall under the guidelines of the AANR photography rules.
2. All cameras must be registered and the appropriate fee paid at the event registration desk.
3. All cameras shall, at all times, display the AANR Midwest camera tag in a prominent area on the camera that is visible to a casual observer.
4. The host club photographer shall abide by the guidelines set forth by AANR Midwest.
5. **No** pictures are allowed of any minor without written permission of the parent or guardian **AND** prior approval of the AANR Midwest President.
6. No pictures are to be taken of any individual or group without first obtaining expressed permission via verbal and /or written release.
7. Video and movie cameras, telephoto lenses, and camera phones or PDAs are **not** permitted.
8. The AANR Midwest photographer shall have freedom of movement during the event for the purpose of photographing its various events and activities. These photographs may be published **only** in the AANR Bulletin. A signed photo release will be required before publication of all recognizable participants.
9. Guest photographers and reporters are subject to the AANR Midwest Event photography rules.
10. The host club will set aside a designated and marked "Photo Area" away from the general event areas. This area can be used by all participants with registered cameras.
11. A photo tour of the grounds may be scheduled.
12. If any violations of these policies occur, AANR Midwest reserves the right to restrict camera privileges, confiscate film, discharge violators from the grounds, and/or place any other restrictions deemed necessary to ensure that all photography rules are adhered to and that the privacy of all participants is ensured.

**AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST
REGION, INC.
Scholarship Guidelines**

Two scholarships in the amount of \$2,000 each may be awarded annually.

ELIGIBILITY

1. The applicant and/or the applicant's parents must be current AANR Midwest members with at least two (2) years tenure immediately prior to the date of application.
2. Applicants must be either high school seniors, high school graduates or possess a GED and have demonstrated academic competence through a high school or college cumulative grade point average (GPA) of at least 2.5 on a 4-point scale, or through a combined total Scholastic Aptitude Test (SAT) score of at least 900 or an American College Testing (ACT) score of at least 20.
3. They may attend any 2 or 4-year, accredited college or university on either a full-time or part-time basis, but they must be enrolled in a degree program.
4. Previous recipients may reapply in subsequent years but will be competing with new and other returning scholarship candidates.

CRITERIA (See evaluation sheet for point values)

1. The award is based on academic merit alone, with no consideration given to financial need, race, creed, age, sex, or religion. The criteria used to select the finalists will include:
 - A. Academic record and class rank
Applicant is required to submit a copy of their transcript
 - B. Record of performance in scholastic and extracurricular activities — both in school and in the nudist community
 - C. Two letters of recommendation evaluating the applicant's character, leadership abilities, and potential for success
One letter must be from a teacher or advisor
The other must be from any official of an AANR Midwest club or officer or director of AANR or AANR Midwest. (See Figure 6.3)

GENERAL REQUIREMENTS:

1. Each interested applicant must return the completed scholarship application form and other required documents via electronic submission through the AANR Midwest web site or by email to scholarship@aanrmw.com no later than March 1st.
2. Copies of the required information shall be distributed by the chair to the committee members, who shall score each applicant's submission using the evaluation form designed for this purpose (See Figure 6.4). The completed forms will be returned from the committee members to the chair for tallying, with the two highest scoring applicants being declared the recipients of that year's awards. In the event of a tie score, the Board shall decide who is selected.
3. The winners will be notified by June 1st, and an announcement will also be made at that year's AANR Midwest Convention.
4. All scholarship awards will be paid either directly to the college or university or to the recipient, if so requested, upon presentation of a bursar's receipt as proof of enrollment.
5. If a recipient of the award fails to enroll in a 2- or 4-year college or university of their choice, the scholarship will be awarded to the next highest scoring applicant.
6. If no scholarships are awarded in a given year, the money reverts back to the AANR Midwest general fund.

**AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST
REGION, INC.**

Scholarship Application

(Please type or print legibly)

NAME: _____	PHONE: () _____
STREET ADDRESS: _____	
CITY, STATE & ZIP CODE: _____	
NAME OF PARENT/GUARDIAN: _____	
NAME OF HOME CLUB: _____	
AANR Midwest	_____
MEMBER SINCE:	_____
GRADUATE OF: _____	DATE: _____
(High School)	
PROPOSED FIELD OF STUDY: _____	
NAME OF COLLEGE YOU PLAN TO ATTEND: _____	

1. List the school subjects you enjoyed the most and explain why.

2. List all memberships in high school/college organizations and indicate offices held.

3. List the academic honors and awards you have earned during the past four years.

4. What are your hobbies and out-of-school interests?

5. What are your scholastic plans and occupational goals?

6. List your employment history, indicating name of employer(s), length of time employed, position(s) held and average hours worked per week.

7. List any volunteer work in which you have or are currently participating including number of hours per week you contribute.

8. Do you plan to continue your participation in AANR Midwest? Yes No If no, why not?

9. What does nudism mean to you?

10. What do you visualize yourself doing ten (10) years from now?

SIGNED: _____ DATE: _____

RETURN THIS COMPLETED FORM TO:

scholarship@aanrmw.com

*Please remember your completed application must be submitted not later than **MARCH 1st.***

CLUB OFFICIAL'S LETTER OF RECOMMENDATION

Dear Club Official:

_____ (insert applicant's name) has applied for an AANR Midwest Scholarship, and the AANR Midwest Scholarship Committee would appreciate your answering the following questions to the best of your ability. Your answers will remain confidential and should be sent **directly** to the AANR Midwest Scholarship Committee Chair in the enclosed envelope.

1. How long have you known the applicant?

2. What is your opinion of the applicant's character over the time you have known him/her?

3. What do you feel the applicant's leadership abilities to be?

4. In your opinion, what is the applicant's potential for success?

5. Has the applicant been a participating nudist over the immediately prior two (2) years?
 YES NO If no, why not?

6. Has the applicant demonstrated a positive attitude and supportive behavior toward the betterment of nudism? Please cite examples.

7. Please include any other information that will help to provide the Scholarship Committee with a more complete understanding of this applicant.

8. Would you recommend the applicant for an AANR Midwest Scholarship? Why or why not?

Thank you for your assistance.

Signature Club Title Date

Your Printed Name Club Name

SCHOLARSHIP COMMITTEE EVALUATION FORM

Name of Applicant: _____

Please rate applicant up to the maximum score for each category.

	<u>CATEGORY</u>	<u>MAXIMUM POINTS</u>	<u>POINTS AWARDED</u>
1.	Academic Performance	0-45 Pts.	_____
2.	Leadership	0-20 Pts.	_____
3.	Growth Potential	0-20 Pts.	_____
4.	Purpose	0-15 Pts.	_____
		(Total Possible Pts. = 100)	_____
BONUS:	Nudist Participation	0-20 Pts.	_____
	TOTAL POINTS AWARDED		_____

SIGNED: _____
(Committee Member's Name)

**THE AMERICAN ASSOCIATION FOR NUDE RECREATION --
MIDWEST REGION, INC.
Hall of Fame Recommendation Form**

Name Placed in Nomination: _____

Home Address: _____

Length of time in the nudist movement: _____ *(NOTE: Ten years continuous membership required)*

Home Club: _____ Length of time in this club: _____

Other club memberships: _____

-
1. Briefly list contributions made to the nudist movement at the Club, Regional or National level in the following areas:

Financial: _____

Executive Office: _____

Committee Work: _____

Publicity, photography, writing, personal appearances, etc: _____

Other: _____

2. How has this activity contributed to the growth and development of AANR Midwest?
(The contribution must be of regional importance or an outstanding, valued contribution to the nudist movement and its growth, even in that contribution is rendered at the club level.)

3. How has this activity contributed to the growth of nudism generally?

4. What has the candidate contributed that is different and outstanding from what the usual good member will do? *(The contribution must be of such notability that it will not soon be duplicated.)*

5. Reasons for making the recommendation for this award:

Signature of the nominating person or group

FOR COMMITTEE USE ONLY

Report of chair to committee regarding confirmation of information:

COMMENTS:

YEAR	RANK
1	
2	
3	
4	
5	

Hall of Fame Committee Member

**AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST
REGION, INC.
Service Award Nomination Form**

Nominee's Name: _____

Nominee's Address: _____

Nominee's Home Club: _____

Length of AANR Midwest membership: _____

Briefly describe the nominee's contributions
made to AANR Midwest: _____

Signature of AANR Midwest member placing this
name in nomination for the AANR Midwest
Service Award

Date

**AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST
REGION, INC.
Matching Grant Application**

CLUB INFORMATION

Club Name: _____ Date: _____

Address: _____

- Landed Proprietary Club
- Landed Co-op Club
- Non-landed Proprietary Club
- Non-landed Co-op Club

Year AANR Charter Was Granted: _____

Current Membership Count: _____ Last Year: _____ Previous Year: _____

Explain trend of membership (i.e. Give reason(s) for the trend indicated in membership count above.)

Club Advertising Policy/Attitude (Explain advertising media newspaper, TV, radio frequency, etc.)

AANR Midwest Participation (Explain participation in/support of regional events and/or programs i.e. convention attendance, project sponsorship, AANR Midwest booth usage, etc.)

PROJECT INFORMATION

Club Project: _____

Estimated Start Date: _____ Estimated Completion Date: _____

Please attach on separate pages:

1. A breakdown estimate of the cost of the project, which shall not include free labor provided by members of the club;
2. A complete set of plans for the project; and
3. Year-to-date Income and Expense (Profit and Loss) statement and year-to-date Balance Sheet as proof of the club’s ability to match the offered grant with club funds **OR** a certified check, money order or proof of matching funds on deposit at a financial institution to be provided at the time of application.

What is the priority of this project among the goals and plans of your club, and how will it benefit your membership?

How will the planned improvement have a positive effect on the growth of your club?

REQUIREMENTS

I certify that _____ (insert name of applicant club) meets the following requirements and is eligible to apply for the AANR Midwest Matching Grant.

1. Applicant club must have two (2) years tenure in the AANR Midwest prior to the year of application.
2. Winning club shall not be eligible to apply for another grant for three (3) years.
3. The note becomes due and payable if any of the above guidelines are in violation.

CONDITIONS

If _____ (name of applicant club) is awarded this grant, I certify that:

1. The club currently is a 100% AANR/AANR Midwest club with at least two (2) years tenure in AANR Midwest prior to the date of application. Further, the club will remain a 100% AANR/AANR Midwest club for at least three (3) years following receipt of the grant. If the application is for the Landed Club Matching Grant, the club must be a landed club for the entire five year time identified in this condition. If the club leaves AANR Midwest for any reason other than the death of the owner, the note shall become immediately due and payable.
2. The club will send a letter of acceptance to the AANR Midwest office within thirty (30) days of notice of winning the grant.
3. The club will provide matching funds for the project.
4. The project must be started within sixty (60) days of the estimated starting date.
5. The club will provide evidence that construction, if any, is done with the approval of local building and sanitary codes.
6. The club will allow inspection by AANR Midwest during and after construction.
7. The club will not be eligible to apply for another such grant for three (3) years.
8. If a project is begun, but not completed within ninety (90) days of the estimated completion date, the balance of funds remaining after accounting for all of the member club's matching funds shall be returned to AANR Midwest.
9. The club will sign a conditional promissory note in the amount of the grant applied for, which shall become due to AANR Midwest if any of the conditions herein are not fulfilled by the club. Such note shall be returned to the club marked "Void" three (3) years after the date of its receipt by AANR Midwest if all conditions are met.
10. The proper venue for any legal action shall be Monroe County, Indiana.
11. Should the club violate any of the conditions stated herein, AANR Midwest shall be entitled to the payment of any expenses, including attorney's fees, in enforcing the terms and conditions of this agreement and the promissory note required herein.

SIGNED: _____ TITLE: _____

This application will be evaluated by a committee of three (3) persons from landed clubs for a non-landed applicant or three (3) persons from non-landed clubs for a landed applicant. The winner shall be announced on or before April 30.

Approved By: _____ Date: _____

AANR Midwest _____

Figure 7.2

AANR MIDWEST MATCHING GRANT TALLY SHEET

First Choice (3 points) _____

Second Choice (2 points) _____

Third Choice (1 point) _____

SIGNED: _____
(Committee Member's Name)

GUIDELINES TO CONSIDER

1. Check trend of membership and reasons for the trend.
2. Priority of project and membership benefit.
3. Advertising attitude.
4. Club participation or delegate vote in AANR Midwest meetings and events.
5. Will the planned improvement have a positive effect on the growth of the club?
6. Make sure the application is complete and meets all the applicant club guidelines.
7. Is the club a 100% club?

CONDITIONAL PROMISSORY NOTE

\$ _____

Date: _____

For value received, the undersigned, _____, (hereafter Club) by _____, its President and _____, its Treasurer, jointly and severally and as officers of the Club and individually do hereby promise to pay to American Association for Nude Recreation -- Midwest Region, Inc. (AANR Midwest) the sum of _____ Dollars (\$_____) at its principal mailing address or at such other place as the holder hereof may direct in writing, with interest upon the unpaid principal balance in the event of default at the rate of ten percent (10%) per annum from the date of default until paid, with attorney's fees and costs of collection and without relief from valuation and appraisal laws, payment of principal and interest to be made as follows:

The sum of _____ Dollars (\$_____) immediately due and payable if any of the below listed conditions occur:

- 1. Promisor fails to provide AANR Midwest with evidence that all construction of the construction project for which this money is being awarded will meet local building and sanitary codes.
2. Promisor fails to begin the project within sixty (60) days of the planned start date as listed on the Promisor's application for this grant.
3. Promisor fails to allow AANR Midwest and/or its agents or officers to subsequently inspect the project.
4. _____ (Club Name) fails to remain an AANR/AANR Midwest 100% club for three (3) years subsequent to the date of receipt of the grant.
5. _____ (Club Name) fails to remain a landed club for three (3) years subsequent to the date of receipt if it is receiving a Landed Club Grant.
6. If the project is begun but not completed within ninety (90) days of the estimated date of completion.

Signed and delivered this _____ day of _____, 20_____.

President's Signature: _____

Treasurer's Signature: _____

Printed Name: _____

Printed Name: _____

Street Address: _____

Street Address: _____

City, State & Zip: _____

City, State & Zip: _____

**THE AMERICAN ASSOCIATION FOR NUDE RECREATION --
MIDWEST REGION, INC.**

Landed Club Application to Host the

20____ AANR Midwest Convention

20____ AANR Midwest Fall Conference

TO: Convention & Facilities Committee Chair

1. CLUB IDENTIFICATION:

Name: _____ Phone: (____) _____

Street or P.O. Address: _____

City, State & Zip: _____

Year AANR Charter
Was Granted: _____

*(NOTE: Clubs MUST hold a valid AANR charter
at the time the bid is submitted.)*

2. PERSON IN CHARGE:

Name: _____ Home Phone: _____

Title: _____ (____) _____

Home Address: _____

City, State & Zip: _____

3. DESCRIPTION OF GROUNDS:

Total Area (acres): _____ Area available for nude activities _____

Parking Area: _____

Type of Screening (if any): _____

4. MEETING AREA (Indicate the dimension of the areas which would be reserved for
AANR Midwest business meetings):

Indoor Area: _____

Outdoor Area: _____

5. ACCESS TO PUBLIC TRANSPORTATION AND FACILITIES:

<u>Type</u>	<u>Miles</u>	<u>Type</u>	<u>Miles</u>
Commercial Airport	_____	Hotels/Motels	_____
Bus Depot	_____	Shopping	_____
Train Station	_____	Hospitals/Clinics	_____

6. PROPOSED GROUND FEES TO CHARGED BY HOST CLUB:

Daily Fee Per Family or Single: \$ _____
 Convention Period Fee Per Family or Single: \$ _____
 Single

7. LODGING: SSSingleSingle:

<u>Type</u>	<u>Number</u>	<u>Cost Per Day/Week</u>
Private Room/Cabins	_____	\$ _____
Rental Trailers	_____	\$ _____
Trailer/Camper Sites w/water only	_____	\$ _____
Trailer/Camper Sites w/electricity only	_____	\$ _____
Trailer/Camper Sites w/water & electric	_____	\$ _____
Prepared Tent Sites	_____	\$ _____

8. SANITATION FACILITIES:

<u>Type</u>	<u>Number</u>	<u>Type</u>	<u>Number</u>
Showers - Hot	_____	Toilets - Flush	_____
Showers - Cold	_____	Toilets - Chemical	_____
Lavatories (Wash Basins)	_____	Outhouses	_____
Sewer Hook-ups	_____	Dump Stations	_____

9. FOOD SERVICE (Please attach a sample menu selection available of your food service with prices):

<u>Type</u>	<u>Seating Capacity</u>	<u>Daily Hours</u>
Snack Bar	_____	_____
Community Kitchen	_____	_____
Restaurant/Dining	_____	_____
Other Eating Facilities (Vending, etc.) Please Describe:	_____	_____
	_____	_____
	_____	_____

10. RECREATIONAL FACILITIES (Indicate the number, type and construction of all recreational facilities):

<u>Type</u>	<u>Number</u>
Volleyball - Sand Court	_____
Volleyball - Paved Court	_____
Swimming	_____
Shuffleboard	_____
Horseshoes	_____
Other (Please Describe)	_____

11. ACCESS TO NEAREST ENTERTAINMENT FACILITIES:

<u>Activity</u>	<u>Miles from Park</u>
Bowling	_____
Roller-skating	_____
Golf	_____
Canoeing	_____
Theaters	_____
Other recreation or local points of interest::	_____

12. COMMUNITY RELATION (What is your status with the local law enforcement agencies?):

13. PROPOSED COVERAGE BY PRESS, RADIO AND TELEVISION (Please describe.):

14. ADDITIONAL FACILITIES PLANNED FOR COMPLETION IN TIME FOR THIS EVENT:

15. ADDITIONAL REMARKS/INFORMATION (Club brochures, area/club maps or other relevant information):

16. GUARANTEE. Club proposes to provide the facilities and services in this bid, appendix, and contract for a Host Club Guarantee of _____ dollars (\$_____).

This application, with attached appendix, the AANR Midwest/Junior AANR Midwest Convention Program booklet, Convention Manual, AANR Midwest/AANR Bylaws and Procedure Manuals shall become a part of the AANR Midwest Convention contract, and their terms shall be binding upon all parties.

Signature of person preparing this application:

_____ Name	_____ Printed Name
_____ Club Title or Position	_____ Date

**THE AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST
REGION, INC.**

**Appendix to Landed and Non-landed Club Application to Host an
AANR Midwest Convention or Fall Conference**

1. The following persons shall be exempted from paying the AANR Midwest registration fee:
 - A. Official guests of AANR Midwest, including media individuals
 - B. Individuals contracted by AANR Midwest
 - C. Non-participating permanent residents of the Host Club.
2. The following persons shall be exempted from paying grounds fees:
 - A. Official guests of AANR Midwest, including media individuals
 - B. Individuals contracted by AANR Midwest
 - C. Non-participating permanent residents of the Host Club.
 - D. AANR Midwest elected and appointed officials and their families for the Convention period plus the preceding day.
 - E. Past AANR Midwest Presidents
 - F. Pre-approved JAM/YAM Advisors, Coordinators, and their spouse/companion (a list will be provided by the JAM Chair before registration begins).
 - G. Minor children who are accompanied by an adult other than a parent or guardian and present a signed consent form and Junior AANR Midwest Medical Consent form from their parent(s) or guardian(s).
3. Pets should be left at home. If it is necessary to bring pets along, all of their shot records **must** be presented when registering.
4. Quiet hours for AANR Midwest-sponsored events are from midnight to 7:00 a.m. Adult participants may gather and interact during these hours if they are not disturbing fellow participants.
5. Alcohol is allowed in moderation.
6. Fire pits are allowed based on location, safety and weather conditions.
7. Golf carts are allowed if deemed feasible by AANR Midwest and the host club. The host club shall furnish six golf carts at convention for use by AANR Midwest officials, with the cost to be preapproved and paid by AANR Midwest.
8. Body massages shall be allowed only with prior AANR Midwest approval and if the person offering said services is properly licensed.
9. Dances will be held in the *spirit of a family atmosphere*. Participants may either be nude or properly attired with private areas covered. During AANR Midwest-sponsored events any attire of a suggestive, sexual, provocative and/or lewd nature shall not be allowed.
10. It is the host club's responsibility to provide a Sports Coordinator.
11. Catered food prices to AANR Midwest Convention participants must be comparable to those of other AANR Midwest clubs providing full restaurant meals. Credit (i.e. "meal tabs") is encouraged.
12. AANR Midwest shall have absolute control in allowing the sale of any items through vendor booths and/or the dissemination of any information through displays, the distribution of any written materials, oral communications, and/or any other means of selling, bartering, transferring, distributing and/or providing to the convention members any information or product for sale during the convention. Any displays and/or vendors

or dissemination of information will not be allowed without prior **written** approval of the AANR Midwest President.

13. AANR Midwest members participating in an AANR Midwest-sponsored event will be not charged a fee by AANR Midwest or the host club for selling their foods, and participants will not sell any items that would be in competition with any host club's selling activities
14. Upon being awarded a convention or fall conference contract, the Host club representative and the AANR Midwest Public Relations Chair shall meet to develop the Media coverage for the event.
15. The terms and conditions provided in this appendix become a part of the Convention or Fall Conference application and contract and are binding upon the host club.

**THE AMERICAN ASSOCIATION FOR NUDE RECREATION --
MIDWEST REGION, INC.**

**Non-Landed Club Application to Host the
20____ AANR Midwest Fall Conference**

TO: Convention & Facilities Committee Chair

1. CLUB IDENTIFICATION:

Name: _____ Phone: (____) _____

Street or P.O. Address: _____

City, State & Zip: _____

Year AANR Charter
Was Granted: _____

*(NOTE: Clubs MUST hold a valid AANR charter
at the time the bid is submitted.)*

2. PERSON IN CHARGE:

Name: _____ Phone # you can be reached at:

Title: _____ (____) _____

Street or P.O. Address: _____

City, State & Zip: _____

3. ACCESS TO PUBLIC TRANSPORTATION FACILITIES:

<u>Type</u>	<u>Miles</u>	<u>Type</u>	<u>Miles</u>
Commercial Airport	_____	Hotels/Motels	_____
Bus Depot	_____	Shopping	_____
Train Station	_____	Hospitals/Clinics	_____

4. MEETING AREA (Indicate the dimension of the areas reserved for AANR Midwest
Business Meetings):

5. LODGING:

<u>Hotel Names</u>	<u>Rates</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

6. FOOD SERVICE (Please attach a sample menu selection available of your food service with prices):

<u>Type</u>	<u>Seating Capacity</u>	<u>Daily Hours</u>
Snack Bar	_____	_____
Restaurant/Dining Area	_____	_____
Other (Vending, etc.) Please Describe:	_____	_____
	_____	_____

7. ADDITIONAL REMARKS/INFORMATION (Club brochures, area/club maps or other relevant information):

This application, with attached appendix, the AANR Midwest/Junior AANR Midwest Convention Program booklet, Convention Manual, AANR/AANR Midwest Bylaws and Procedure Manuals shall become a part of the AANR Midwest Convention contract, and their terms shall be binding upon all parties.

Signature of person preparing this application:

_____	_____
Name	Printed Name
_____	_____
Club Title or Position	Date

**THE AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST
REGION, INC.**

**Appendix to Landed and Non-landed Club Application to Host an
AANR Midwest Convention or Fall Conference**

1. The following persons shall be exempted from paying the AANR Midwest registration fee:
 - A. Official guests of AANR Midwest, including media individuals
 - B. Individuals contracted by AANR Midwest
 - C. Non-participating permanent residents of the Host Club.
2. The following persons shall be exempted from paying grounds fees:
 - A. Official guests of AANR Midwest, including media individuals
 - B. Individuals contracted by AANR Midwest
 - C. Non-participating permanent residents of the Host Club.
 - D. AANR Midwest elected and appointed officials and their families for the Convention period plus the preceding day.
 - E. Past AANR Midwest Presidents
 - F. Pre-approved JAM/YAM Advisors, Coordinators, and their spouse/companion (a list will be provided by the JAM Chair before registration begins).
 - G. Minor children who are accompanied by an adult other than a parent or guardian and present a signed consent form and Junior AANR Midwest Medical Consent form from their parent(s) or guardian(s).
3. Pets should be left at home. If it is necessary to bring pets along, all of their shot records **must** be presented when registering.
4. Quiet hours for AANR Midwest-sponsored events are from midnight to 7:00 a.m. Adult participants may gather and interact during these hours if they are not disturbing fellow participants.
5. Alcohol is allowed in moderation.
6. Fire pits are allowed based on location, safety and weather conditions.
7. Golf carts are allowed if deemed feasible by AANR Midwest and the host club. The host club shall furnish six golf carts at convention for use by AANR Midwest officials, with the cost to be preapproved and paid by AANR Midwest.
8. Body massages shall be allowed only with prior AANR Midwest approval and if the person offering said services is properly licensed.
9. Dances will be held in the *spirit of a family atmosphere*. Participants may either be nude or properly attired with private areas covered. During AANR Midwest-sponsored events any attire of a suggestive, sexual, provocative and/or lewd nature shall not be allowed.
10. It is the host club's responsibility to provide a Sports Coordinator.
11. Catered food prices to AANR Midwest Convention participants must be comparable to those of other AANR Midwest clubs' providing full restaurant meals. Credit (i.e. "meal tabs") is encouraged.
12. AANR Midwest shall have absolute control in allowing the sale of any items through vendor booths and/or the dissemination of any information through displays, the distribution of any written materials, oral communications, and/or any other means of selling, bartering, transferring, distributing and/or providing to the convention members any information or product for sale during the convention. Any displays and/or vendors

or dissemination of information will not be allowed without prior **written** approval of the AANR Midwest President.

13. AANR Midwest members participating in an AANR Midwest-sponsored event will be not charged a fee by AANR Midwest or the host club for selling their goods, and participants will not sell any items that would be in competition with any host club's selling activities.
14. Upon being awarded a convention or fall conference contract, the Host club representative and the AANR Midwest Public Relations Chair shall meet to develop the Media coverage for the event.
15. The terms and conditions provided in this appendix become a part of the Convention or Fall Conference application and contract and are binding upon the host club.

**AMERICAN ASSOCIATION FOR NUDE RECREATION -- MIDWEST
REGION, INC.
Convention Contract**

This contract, executed by and between the American Association for Nude Recreation -- Midwest Region, Inc., hereinafter referred to as AANR Midwest, a region of the American Association for Nude Recreation, hereinafter referred to as AANR, and _____, hereinafter referred to as the Host Club, contains the terms whereby the grounds and facilities of the Host Club is designated as the site of the 20____ AANR Midwest annual convention. Both parties (AANR Midwest and Host Club) agree to the following terms:

1. CONVENTION PERIOD:

This contract shall be in force for the entire AANR Midwest Convention which shall begin at 12 o'clock noon on Sunday, the _____ day of _____ (month), 20____ and terminate at 12 o'clock midnight Sunday, the _____ day of _____ (month), 20____.

2. ADMITTANCE:

- A. *Members of AANR/AANR Midwest.* Except for persons named on the AANR Caution List or subject to the procedure in the AANR Procedure Manual, Section 2.07.04, all persons holding current membership in the associations, and their minor children, shall be admitted to the grounds of the host club during the Convention period.
- B. *Members of Other Nudist Organizations.* Persons identified as current members of other nudist organizations, and their minor children, may be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).
- C. *Prospective Members.* Prospective members of AANR, AANR Midwest, or the host club, and their minor children, may be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).
- D. *Guests.* Officially invited guests of AANR Midwest and/or the Host Club shall be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).
- E. *Workers.* Officially invited workers and/or contracted workers, including volleyball officials, shall be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).

3. REGISTRATION:

- A. AANR Midwest shall determine the amount of any registration fee, and it shall become the sole property of AANR Midwest. The Host Club shall register all adults on the grounds of the Host Club, excepting permanent residents who do not wish to participate in any Convention activities. Also exempt are official guests of AANR Midwest and/or AANR Midwest convention workers approved by the AANR Midwest President or other designated AANR Midwest officer(s). The Host Club

shall have the duty of accounting for and turning over to AANR Midwest all registration fees received, as determined by the AANR Midwest Secretary-Treasurer.

- B. AANR Midwest shall determine the amount of any ground fees that will be collected, and retained, by the Host Club. AANR Midwest shall also determine the amount related to camping which will also be collected, and retained, by the Host Club.
- C. The Host Club shall register all adults and collect all fees, including registration fees, ground fees, and any applicable camping fees, for all guests entering the Host Club grounds. The Host Club shall be responsible for any and all applicable sales taxes and/or other necessary additions required for registration, ground and/or camping fees.
- D. AANR Midwest will provide advisory staffing for registration tables which are to be provided by the Host Club and located in an appropriate location. The registration staff shall work under and be responsible to the AANR Midwest Secretary-Treasurer, who shall establish registration hours. AANR Midwest shall provide identification tags to be worn by all registrants during the convention period.
- E. AANR Midwest reserves the right to refuse admittance to or to remove any person from the Host Club grounds whose conduct is, or has been, violative of Federal, state or local laws, is or has been disruptive or does not conform to any AANR Midwest and/or AANR principles or standards, as set forth in the Bylaws and Procedure Manuals of the respective organizations. Registration, ground, and/or camping fees any or may not be refunded or pro-rated as decided by the AANR Midwest President or other designated AANR Midwest officer(s) and an official representative of the Host Club.

4. FACILITIES AND SERVICES TO BE PROVIDED BY THE HOST CLUB WITHOUT CHARGE:

The Host Club agrees to provide the following minimum facilities without charge to AANR Midwest during the entire convention period:

- A. *Registration Area.* Two rain and/or sun protected registration desks or tables.
- B. *Meeting Areas.* Adequate meeting space (1,500 sq. ft. minimum) for business meetings furnished with tables, chairs, lighting, electrical outlets adequate for the AANR Midwest sound system and office equipment, and other items required for the conduct of such meetings. The space may be in the form of a meeting room or an adequate, level, outdoor area for the construction of a tent to be furnished by the Host Club.
- C. *Meals.* Unless the Host Club's convention bid discloses that no food service will be provided, food service shall be provided during the minimum hours of 8:00 AM to 7:00 PM on Thursday through Saturday of the convention period and 8:00 AM to 2:00 PM on the closing Sunday of the convention period and will include breakfast, lunch and dinner. The Host Club may also make fast foods available during the day. The Host Club food service may be closed briefly between each of the three daily meals as necessary. The Host Club should be aware of the Jam-sponsored fund-raising lunch that is scheduled for one day, usually Friday, during the convention week. Food service delivery methods may include restaurant style food service, food truck or food booth style, and pre-packaged ready-to-eat and microwaveable items at

- the Host Club's choice. If microwaveable items are included, a courtesy microwave must be made available.
- D. *Charge Limitations.* Payments collected by the Host Club for lodging, meals, merchandise and any other goods or services provided during the convention period shall not exceed those as set forth in the application to host this AANR Midwest convention.
 - E. *Secured Area.* A place for the safe keeping of moneys, records and AANR Midwest equipment.
 - F. *First Aid Supplies.* First aid supplies must be suitable for the number of convention participants and must be both rapidly and easily accessible and available in a central location on the grounds.
 - G. *Telephone.* A telephone must be accessible to all parties at all hours. The Host Club shall provide a procedure to notify event attendees of emergency messages at any time. A copy machine shall be made available to all AANR Midwest officers and board members.
 - H. *Camping.* Camping space shall be provided for all such persons requesting space, provided that space is available. RV sites should have, at least, drinking water and basic electrical service.
 - I. *Sanitary Facilities.* Services to include adequate toilet facilities for convenience and to meet state standards, if any. The Host Club must make arrangements for any additional portable toilets that are required. Adequate showers and wash basins with hot water must be available to convention participants. Garbage and refuse pickup will be performed on an as-needed basis, but not less than once each day during the convention period. All sanitation issues will be in compliance with local codes and usual standards of good sanitation practices.
 - J. *AANR Midwest Games.* The number of and type of AANR Midwest games shall be negotiated with the AANR Midwest Convention Chair prior to the convention.
 - K. *Proof of Liability Insurance.* The Host Club shall submit to AANR Midwest for their files a copy of their liability insurance document(s) at the time this document is signed.
 - L. *Other Services.* The Host Club will furnish at their cost a welcoming wine & cheese party sufficient for the number of adults present.

5. FACILITIES AND SERVICES TO BE PROVIDED BY THE HOST CLUB AND REIMBURSED BY AANR MIDWEST:

- A. The Host Club will furnish a band or DJ for each of two evenings of entertainment in a concert or dance format. The combined reimbursement to the Host Club shall not exceed \$1,500.00 unless agreed to by the AANR Midwest President in advance. AANR Midwest shall reimburse the Host Club this cost upon presentation of paid receipts from the bands or DJs.
- B. The Host Club will negotiate rental for and furnish six (5) golf carts for seven (7) days of the convention period. Two (2) of the golf carts should have a cargo box or trailer of some sort attached for the Convention Chair and Sports Chair. This cost must be pre-approved by the AANR Midwest President. AANR Midwest shall reimburse the Host Club this cost upon presentation of a paid receipt from the golf cart rental facility.

6. FACILITIES AND SERVICES TO BE PROVIDED BY AANR MIDWEST:

In addition to other AANR Midwest responsibilities listed, ANR Midwest will furnish and pay for:

- Any and all referees that may be required for sporting events (see Host Club Facilities and Services),
- Any needed communications radios or other devices as needed,
- Any prizes, equipment and/or other materials needed for the AANR Midwest sponsored games.

7. FEES AND/OR CHARGES

- A. *Registration Fee.* A registration fee of \$10.00 per adult convention attendee will be collected.
- B. *Ground Fees.* Daily ground fees of \$7.00 per day for couples and families will be collected. Daily ground fees of \$5.00 per day for singles will be collected. Children, age through 19, if living with parent(s) or legal guardian, are free. Persons arriving after 5:00 PM will be charged ground fees beginning on the following day. The following shall be exempt from payment of ground fees:
 - Official guests of AANR Midwest, per list furnished
 - Current officers and directors of AANR Midwest, AANR Midwest legal counsel, committee chairs, and their spouse/companion as directed by the AANR Midwest President.
 - Past AANR Midwest/MSA Presidents for the General Assembly business days
 - Convention workers/officials contracted by AANR Midwest or by the Host Club for AANR Midwest
 - Minor children accompanied by an adult other than their parent(s) or legal guardian. (Signed AANR Midwest written consent and medical forms from the minor's parent(s) or legal guardian(s) must be presented at the time of registration.)
 - Pre-approved JAM/YAM Advisors, Coordinators, and their spouse/companion (a list will be provided by the JAM Chair before registration begins).
- C. *Camping Fees.* Camping fees shall be collected as follows:
 - Tent camping \$1.00 per night.
 - Popup campers \$12.00 per night.
 - Other RVs \$15.00 per night.

8. PUBLICITY AND PHOTOGRAPHY:

- A. *Public Relations.* All media coverage and other publicity of any type shall be approved and supervised through the AANR Midwest Public Relations Committee.
- B. *Photography.* The Host Club agrees to strictly comply with all AANR Midwest photography rules and policies and all other event rules. Further, the Host Club agrees that the AANR Midwest and AANR Bylaws and the Procedure Manuals shall be applicable to the convention period and shall supersede all Host Club rules, unless otherwise agreed to in writing by the AANR Midwest President. In situations not

covered by this contract, the host club rules shall apply as long as they are in accordance with the concepts of wholesome family nude recreation. AANR Midwest shall be responsible for the hiring, and paying for, a suitable photographer.

- C. *Permission of Photography Subjects.* No photograph or other visual recording of any person may be made without that person's express consent. No photograph or other visual recording may be made of any minor without the express **written** consent of their parent(s) or legal guardian(s).

9. SETTLING ACCOUNTS:

- A. Neither party shall be required to make advanced payments of any fees or charges except by prior written agreement. All fees or charges remaining due to either party shall be paid in full by the second Sunday following the convention except as provided otherwise herein.
- B. AANR Midwest agrees to pay to the host club the amount of the Host Club Guarantee specified in the accepted bid from the Host Club upon successful completion of the AANR Midwest convention, and for services outlined in the Host Club Convention Application. AANR Midwest also agrees to pay to the Host Club any and all ground fees collected and any and all camping fees collected. The Host Club agrees to pay AANR Midwest any and all registration fees collected. The Host Club recognizes the right of AANR Midwest to withhold any or all payments of said sums pending the resolution of any dispute for a breach of any of the terms and conditions contained in this contract. The Host Club and AANR Midwest hereby agree that the Host Club shall have no recourse against AANR Midwest, nor shall AANR Midwest have any liability for additional sums to paid to the Host Club during any reasonable period of withholding of the funds pending the resolution of any disagreement. The Host Club further agrees that AANR Midwest shall not be liable for any additional damages arising out of the non-payment of these sums including, but not limited to, compensatory, incidental, consequential, punitive damages and other costs or attorney fees.

10. ENFORCEMENT AND DIVISION OF AUTHORITY:

- A. *Enforcement Agreement.* The terms of this contract shall be enforced by the AANR Midwest President or other designated AANR Midwest officer(s). All disputes over the terms of the application and appendix of this contract shall be decided by a quorum of the AANR Midwest Board of Directors present, which shall assemble at any time during the convention for this purpose.
- B. *Scheduling of Events.* AANR Midwest shall schedule all business meetings and shall determine the rules for sports and other competitions. AANR Midwest shall determine the place(s) and time(s) of the business meetings, sports, other competitions, and activities, after consulting the host club. The meeting area(s) must be free from interference from sports competitions and other activities.
- C. Upon execution of this contract, the Host Club's Application and Appendix, the AANR Midwest/Junior AANR Midwest Convention Program booklet, Bylaws, Procedure Manuals, and Convention Manuals, and the AANR Bylaws and Procedure Manuals shall become a part of this contract. The Host Club hereby acknowledges being in possession of these additional documents.

11. AMENDMENTS:

This contract contains the entire agreement of the parties, and no other agreements, oral or otherwise, have been made. This contract may be amended only by joint written agreement of the Host Club and the AANR Midwest Board of Directors.

12. ATTORNEY’S FEES:

The parties hereby agree that the prevailing party shall be entitled to the payment of its attorney’s fees in the case of a default of any of the terms and conditions contained within this contract.

13. CHOICE OF LAWS, VENUE:

In the event of any dispute over the terms and conditions of this agreement, the parties agree that Indiana law shall apply. Indiana law shall also apply concerning the laws of Conflicts of Law. The parties further agree that the proper venue for the purpose of any legal action by either of the parties to enforce the terms and conditions of this agreement shall be Monroe County, Indiana.

14. ILLEGALITY:

If any portion of this contract is found to be illegal and held unenforceable, it shall not affect the remaining parts of this contract, and they shall be and remain as the agreement of the parties.

15. DISCLAIMER:

This contract shall be deemed null and void if, for any reason, it is found necessary to cancel this AANR Midwest convention.

FOR _____
(Host Club)

_____	_____
Signature	Title
_____	_____
Printed Name	Date
_____	_____
Witness	Date

FOR The American Association for Nude Recreation -- Midwest Region, Inc.

_____	_____
Signature	Title
_____	_____
Printed Name	Date
_____	_____
Witness	Date

**AMERICAN ASSOCIATION FOR NUDE RECREATION –
MIDWEST REGION, INC.
CONFERENCE CONTRACT**

This contract, executed by and between the American Association for Nude Recreation – Midwest Region, Inc., hereinafter referred to as AANR Midwest, a region of the American Association for Nude Recreation, hereinafter referred to as AANR, and _____, hereinafter referred to as the Host Club, contain the terms whereby the grounds and facilities of the Host Club is designated as the site of the 20____ AANR Midwest Fall Conference. Both parties (AANR Midwest and Host Club) agree to the following terms:

1. CONFERENCE PERIOD:

This contract shall be in force for the entire Conference period which shall begin at 12 o'clock noon on Friday (local time), the _____ day of _____ (month), 20____, and terminate at 12 o'clock noon on Sunday immediately following, a period of 48 hours.

2. ADMITTANCE:

- A. *Members of AANR/AANR Midwest.* All persons holding current membership in the associations and their minor children shall be admitted to the grounds of the Host Club during the Conference period.
- B. *Members of Other Nudist Organizations.* Persons identified as current members of other nudist organizations and their minor children may be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).
- C. *Prospective Members.* Prospective members of AANR, AANR Midwest, or the Host Club and their minor children may be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).
- D. *Guests.* Officially invited guests of AANR Midwest and/or the Host Club shall be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).
- E. *Workers.* Officially invited workers and/or contracted workers, including volleyball officials, shall be admitted with the consent of the AANR Midwest President or other designated AANR Midwest officer(s).
- F. *Exception.* Persons named on the AANR Caution List or subject to the procedure in AANR Procedure Manual Section 2.07.04 (or its successor) shall not be admitted as a member, guest, prospective member, or worker without the explicit consent of the AANR Midwest President or other designated AANR Midwest officer. The presence of such person shall be reported to the Board of Directors as soon as possible.

3. REGISTRATION:

- A. AANR Midwest shall determine the amount of any registration fee and it shall become the sole property of AANR Midwest. The Host Club shall register all adults on the grounds of the Host Club, excepting permanent residents who do not wish to participate in any Conference activities. Official guests of AANR Midwest and Conference workers approved by the AANR Midwest President or other designated

AANR Midwest officer(s) shall also be exempt from any registration fee. The Host Club shall have the duty of accounting for and turning over to AANR Midwest all registration fees received, as determined by the AANR Midwest Secretary-Treasurer.

- B. The amount of any grounds fees, camping fees, and lodging fees collected and retained by the Host Club shall be no more than the amounts proposed in the Host Club's bid to host the conference. The Host Club shall be responsible for collecting all fees, and shall be responsible for collecting and remitting any and all applicable sales taxes and/or other necessary additions required for registration, grounds, and/or camping and lodging fees and any food service charges.
- C. AANR Midwest will provide advisory staffing for registration tables which are to be provided by the Host Club and located in an appropriate location. The registration staff shall work under and be responsible to the AANR Midwest Secretary-Treasurer, who shall establish registration hours in cooperation with the Host Club.
- D. AANR Midwest reserves the right to refuse admittance to or to remove any person from the Host Club grounds whose conduct is, or has been, violative of Federal, state or local laws, is or has been disruptive, or does not conform to any AANR Midwest and/or AANR principles or standards, as set forth in the Bylaws and Procedure Manuals of the respective organizations. Registration, grounds, and/or camping and lodging fees may or may not be refunded or prorated as decided by the AANR Midwest President or other designated AANR Midwest officer(s) and an official representative of the Host Club.

4. FACILITIES AND SERVICES TO BE PROVIDED BY THE HOST CLUB WITHOUT CHARGE:

The Host Club agrees to provide the following minimum facilities without charge to AANR Midwest during the entire Conference period:

- A. *Registration Area.* Adequate weather-protected space for expected registration activities.
- B. *Meeting Areas.* Adequate weather-protected meeting space (600 square foot minimum) for business meetings furnished with tables, chairs, lighting, electrical outlets adequate for the AANR Midwest sound system and office equipment, and other items required for the conduct of such meetings. The space may be indoors or outdoors, but if outdoors, the cost of a tent or other protective structure shall be borne entirely by the Host Club.
- C. *Meals.* Food service shall be provided as described in Host Club's application to host the Conference, but shall include at a minimum a Friday evening meal, Saturday breakfast, lunch, and supper, and Sunday breakfast. The Friday meal may consist of finger foods, appetizers, and the like of sufficient quantity and quality to substitute for a sit-down dinner meal. Payments collected for meals shall not exceed the amounts proposed in the Host Club's bid to host the conference.
- D. *Secured Area.* A place for the safe keeping of moneys, records and AANR Midwest equipment.
- E. *First Aid Supplies.* First aid supplies must be suitable for the number of conference participants and must be both rapidly and easily accessible and available in a central location on the grounds.
- F. *Telephone.* A telephone must be accessible to all parties at all hours. The Host Club

shall provide a procedure to notify event attendees of emergency messages at any time. A fax machine and a copy machine shall be made available to all AANR Midwest officers and board members.

- G. *Camping.* Camping space shall be provided for all such persons requesting space, provided that space is available. RV sites should have, at least, drinking water and basic electrical service.
- H. *Sanitary Facilities.* Services to include at least one (1) toilet for each thirty (30) participants. The Host Club must make arrangements for any additional portable toilets that are required. The portable toilets must be serviced on a daily basis, or as needed, during the conference period. Adequate showers and wash basins with hot water must be available to conference participants. All sanitation issues will be in compliance with local codes and usual standards of good sanitation practices.
- I. *Proof of Liability Insurance.* The Host Club shall submit to AANR Midwest for their files a copy of their liability insurance document(s) at the time this document is signed.

5. FEES AND/OR CHARGES:

- A. *Registration Fee.* The Board of Directors of AANR Midwest reserves the right to impose a Conference registration fee at any time prior to execution of this contract.
- B. *Grounds Fees.* Daily and/or Conference period grounds fees shall not exceed the grounds fees proposed in the Host Club's application to host the Conference. If no specific fee is proposed in the application, grounds fees charged shall not exceed the amount that the Host Club would ordinarily charge for the same time period at the same time of year as the Conference. The following shall be exempt from payment of grounds fees:
 - i) Official guests of AANR Midwest, per list furnished
 - ii) Current officers and directors of AANR Midwest, AANR Midwest legal counsel, committee chairs, and their spouse/companion as directed by the AANR Midwest President.
 - iii) Past AANR Midwest/MSA Presidents.
 - iv) Conference workers/officials contracted by AANR Midwest or by the Host Club for AANR Midwest
 - v) Minor children accompanied by an adult other than their parent(s) or legal guardian. (Signed AANR Midwest written consent and medical forms from the minor's parent(s) or legal guardian(s) must be presented at the time of registration.)
- C. *Camping and Lodging Fees.* Camping and lodging fees shall not exceed the fees proposed in the Host Club's application to host the Conference. If no specific fee is proposed in the application, camping and lodging fees charged shall not exceed the amount that the Host Club would ordinarily charge for the same time period at the same time of year as the Conference.

6. PUBLICITY AND PHOTOGRAPHY:

- A. *Public Relations.* All media coverage and other publicity of any type shall be approved and supervised through the AANR Midwest Public Relations Committee.
- B. *Photography.* The Host Club agrees to strictly comply with all AANR Midwest photography rules and policies and all other event rules. Further, the Host Club

agrees that the AANR Midwest and AANR Bylaws and the Procedure Manuals shall be applicable to the conference period and shall supersede all Host Club rules, unless otherwise agreed to in writing by the AANR Midwest President. In situations not covered by this contract, the host club rules shall apply as long as they are in accordance with the concepts of wholesome family nude recreation. AANR Midwest shall be responsible for the hiring, and paying for, a suitable photographer.

- C. *Permission of Photography Subjects.* No photograph or other visual recording of any person may be made without that person's express consent. No photograph or other visual recording may be made of any minor without the express **written** consent of their parent(s) or legal guardian(s).

7. SETTLING ACCOUNTS:

- A. Neither party shall be required to make advanced payments of any fees or charges except by prior written agreement. All fees or charges remaining due to either party shall be paid in full by the second Sunday following the convention except as provided otherwise herein.
- B. AANR Midwest agrees to pay to the host club the sum of \$2,000.00 upon successful completion of the AANR Midwest conference, and for services outlined in the Host Club Conference Application. The Host Club agrees to pay AANR Midwest any and all registration fees collected. The Host Club recognizes the right of AANR Midwest to withhold any or all payments of said sums pending the resolution of any dispute for a breach of any of the terms and conditions contained in this contract. The Host Club and AANR Midwest hereby agree that the Host Club shall have no recourse against AANR Midwest, nor shall AANR Midwest have any liability for sums to paid to the Host Club during any reasonable period of withholding of the funds pending the resolution of any disagreement. The Host Club further agrees that AANR Midwest shall not be liable for any additional damages arising out of the non-payment of these sums including, but not limited to, compensatory, incidental, consequential, punitive damages and other costs or attorney fees.

8. ENFORCEMENT AND DIVISION OF AUTHORITY:

- A. *Enforcement Agreement.* The terms of this contract shall be enforced by the AANR Midwest President or other designated AANR Midwest officer(s). All disputes over the terms of the application and appendix of this contract shall be decided by a quorum of the AANR Midwest Board of Directors present, which shall assemble at any time during the conference for this purpose.
- B. *Scheduling of Events.* AANR Midwest shall schedule all business meetings. AANR Midwest shall determine the place(s) and time(s) of the business meetings after consulting the host club. The meeting area(s) must be free from interference from sports competitions and other activities.
- C. Upon execution of this contract, the Host Club's Application and Appendix, the AANR Midwest/Junior AANR Midwest Convention Program booklet, Bylaws, Procedure Manuals, and Convention Manuals, and the AANR Bylaws and Procedure Manuals shall become a part of this contract. The Host Club hereby acknowledges being in possession of these additional documents.

9. AMENDMENTS:

This contract contains the entire agreement of the parties, and no other agreements, oral or otherwise, have been made. This contract may be amended only by joint written agreement of the Host Club and the AANR Midwest Board of Directors.

10. ATTORNEY’S FEES:

The parties hereby agree that the prevailing party shall be entitled to the payment of its attorney’s fees in the case of a default of any of the terms and conditions contained within this contract.

11. CHOICE OF LAWS, VENUE:

In the event of any dispute over the terms and conditions of this agreement, the parties agree that Indiana law shall apply. Indiana law shall also apply concerning the laws of Conflicts of Law. The parties further agree that the proper venue for the purpose of any legal action by either of the parties to enforce the terms and conditions of this agreement shall be Monroe County, Indiana.

12. ILLEGALITY

If any portion of this contract is found to be illegal and held unenforceable, it shall not affect the remaining parts of this contract, and they shall be and remain as the agreement of the parties.

13. DISCLAIMER:

This contract shall be deemed null and void if, for any reason, it is found necessary to cancel this AANR Midwest conference.

FOR _____
(Host Club)

_____	_____
Signature	Title
_____	_____
Printed Name	Date
_____	_____
Witness	Date

FOR The American Association for Nude Recreation -- Midwest Region, Inc.

_____	_____
Signature	Title
_____	_____
Printed Name	Date
_____	_____
Witness	Date

