

# Section VI A 3

Toastmasters International  
***POLICIES AND PROCEDURES***

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## **USE OF TOASTMASTERS INTERNATIONAL MATERIAL**

The Mission of a Toastmasters club is to provide the environment in which members can learn speaking and leadership skills. The club's primary purpose is to educate its own members, and most of its efforts should be devoted to this purpose.

However, a club must constantly seek new members by promoting itself in the community or company. One recognized method of promotion is to conduct Success/Communication, Success/Leadership, Youth Leadership, The Better Speaker Series, The Leadership Excellence Series, and The Successful Club Series programs and invite non-members to attend. Since Toastmasters International is a not-for-profit organization with a 501 (c) (3) rating with the United States Internal Revenue Service, our tax-exempt and nonprofit statuses could be jeopardized if our organization or its clubs anywhere in the world are perceived as being in the seminar business and in competition with for-profit enterprises that pay taxes. In addition, liability must be considered. In the countries where Toastmasters clubs are covered by liability insurance, the insurance is not valid for activities outside of normal Toastmasters meetings.

It is, therefore, the policy of Toastmasters International that:

1. Only the above programs may be conducted outside of the club by members and they may for non- members be conducted only as a means to promote the club within the community or company and increase membership;
2. All programs are to be presented by club members acting as representatives of their clubs, thereby preserving the programs', clubs', and organization's identity; and
3. No individuals, educational institutions, or other organizations may derive financial gain either directly or indirectly from the presentations of these programs.

Districts are responsible for training club officers and for providing other training that will help clubs function more effectively and enable them to achieve their Mission. While a club may occasionally conduct the above programs for another individual club, club(s) or individual member(s) may only conduct training programs, seminars or other events for other Toastmasters clubs and members after first obtaining the district's permission. Subject matter and content of any such training program, seminar, or event shall be in keeping with the club and district missions.

Reference: Policies and Procedures VI B 7