

**Policy on Vendor Presentations,  
Atlantic County Firefighters' Association**

The Atlantic County Firefighters' Association recognizes that vendor presentations can provide useful educational and research materials that could be a learning experience that allows for the evaluation of products, devices and services, and the possibility of learning new techniques. However, there must be guidelines for programs presented by persons who have a financial interest in products or procedures they discuss.

1. Any vendor making a presentation at a meeting of the Atlantic County Firefighters' Association must have an invitation from a member who should first seek the approval of the President and Chair of the Executive Committee, or assigned designees.
2. The presentation must be related to the missions of the Atlantic County Firefighters' Association or the well-being of the association members.
3. Any members that have a financial relationship with the vendor must disclose that relationship prior to the presentation.

**Request for Vendor Presentation  
Atlantic County Firefighters' Association**

**Name of Requesting Member:** \_\_\_\_\_

**Vendor Name:** \_\_\_\_\_

**Name Vendor Representative/Presenter:** \_\_\_\_\_

**Proposed Date of Presentation:** \_\_\_\_\_

**Proposed Meeting/Location:** \_\_\_\_\_

**Name and Description of Product/Device/Service:**

**Conflict of Interest Disclosure**

**Does member have a financial relationship with vendor or have knowledge of any other association member having a financial relationship?**

**Yes\_\_\_\_\_No\_\_\_\_\_**

**(If Yes, report financial relationship to President and Chair of Exec. Comm.)**

**Description of educational value of presentation:**

**Description of evaluation of product/device/service (attach additional documentation as needed):**

**Approvals:**

\_\_\_\_\_  
President

\_\_\_\_\_ Date \_\_\_\_\_  
Chair Exec. Committee