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:

______________________________________ Date_________  _________________________ Date_________
President                               Chair Exec. Committee

21FEB2018