

## A QUICK OVERVIEW OF LET1P'S MEETING PROCEDURES AND PROTOCOL FOR GUESTS

Thank YOU for visiting our LeTip Chapter. We hope you will consider joining us. LeTip's serious, structured method of generating qualified business tips started in San Diego, CA over 24 years ago and has been working Successfully ever since. Today we have approximately 11,000 members and 635 Chapters in the United States and Canada. Each business category is represented by one member and conflicts of interest are disallowed.

Relax, sit back and watch the program. To cover the cost of your breakfast, we ask that you drop \$10 in the Tip Bucket. Please be prepared to give a 30 second commercial about your business when you are introduced at the beginning of the meeting--and again when the Tip Bucket gets passed.

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Near the end of the meeting, after the Speaker's presentation, Committee Reports and other business is completed, the Tip Bucket will be passed around the room. As the Tip Bucket comes to each member (and guest), they give a 30 second commercial about their business category. Members also put "Tips" into the Tip Bucket for other members. When the Tip Bucket comes to you, just stand and give your commercial. Don't worry you'll do fine! During your 30 seconds, tell us what you do and how we can refer business to you!

Our Tip form is in two parts: The White part is passed around the room during the meeting. We do this so we can all get a peek at the Tip. Knowing what is happening between Tip participants helps to generate more business. The Yellow copy will be dropped into the Tip bucket later on. That copy is for the TipMaster and his report keeping. Each member also keeps a personal record of the Tips they passed so they can follow up on the results of the Tip.

The Unknown Greeter can be anyone, even a guest! If you are selected to be the Unknown Greeter, don't panic! You will be asked to stand, look around the room and see if any member did not shake your hand and welcome you to our LeTip Chapter. This is our way of ensuring that everyone is greeted warmly and made welcome.

Members take turns being a Speaker. Before members arrive, the Vice President randomly hides the business card of last week's speaker under a chair, coffee cup or other place. The member who sits at the place with the hidden card, then reports on the Speaker's topic. This ensures that everyone pays attention to the Speaker's presentation. If the member was absent for the Speaker's presentation, then they do a commercial about that member. This is another way of getting to know one another so we can find qualified tips for them.

Each week, the Poker Folder is passed around the room and stops at a member with a White or Green Badge. This member will be the Poker Folder Holder for one or two weeks and must bring a guest to a meeting or pay a \$10 fine. If a guest attends, than the chapter pays the Poker Folder Holder \$10 and the folder is then passed to another member. This is one way we encourage our chapter to look for new members.

The Membership Chairperson will meet with you to answer any questions you may have and discuss your application for membership. After your second meeting, you will be asked to make your decision about joining our LeTip Chapter, and about submitting your Application for Membership. One of our Inspectors will then visit you at your place of business, answer any other questions you might still have, inform you about our Rules of Membership and make sure your application is filled out properly. The third week you do not attend a meeting! This is when our Inspector reports on your company and the chapter votes on your membership. After that meeting, you can expect a call from either the Membership Chairperson or your Sponsor to inform you of the chapter's decision on your membership.