

MEMORANDUM

TO: Conference Members
FROM: Executive Director
DATE: March 7, 2014
RE: Question regarding use of group-created tent cards

The WSO was asked at the 2006 WSC to send a copy of questions it receives from Conference members and our responses to all Conference members so that they can share leadership by responding to recurring questions in their Areas. The WSO believes that the following question and our response might be one of those topics.

Question: Is it alright for an AI-Anon group to makes its own tent card(s) using one of the slogans or briefly quoting from Conference Approved Literature, or is this item considered a “Service Tool” that should only be developed by the WSO, as described on pages 103 of the *2014-2014 AI-Anon/Alateen Service Manual*?

Answer: As it states on page 103 of the *2013-2017 AI-Anon/Alateen Service Manual*, “Service tools and materials are created by a World Service Office service department, committee, or as the result of a Conference discussion.” “Service tools” are not created by individual members. However, this does not prohibit group members from creating posters, tent cards, door signs, etc., provided that the group conscience is in agreement regarding these items, and they are not for sale or distribution beyond the group. The purpose of such items is usually to remind members of spiritual principles or group practices. Tent cards and other display items are not considered service tools unless they went through the process stated on page 103.

The slogans are in the public domain, and do not need reprint permission. However, in keeping with page 107 of the *Manual*, limited excerpts from Conference Approved Literature require completion of the attached Request for Reprint Permission form. If permission is granted, it is for one-time-use only. Also, as it states on the form, the following attribution line would follow the quotation:

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In keeping with the statement on page 104 of the *Manual*, only slogans and quotations found in Conference Approved Literature and service tools would be used in these displays. Displays using the quotations or terminology of outside sources would not keep AI-Anon’s message in focus or encourage unity.