



## NetVU Associate Member Code of Conduct

*Associate Member Contacts:  
Please carefully review, sign and return this agreement  
to [Melissa@NetVU.org](mailto:Melissa@NetVU.org)*

The Network of Vertafore Users, Inc. (NetVU) recognizes the value of Associate Members in assisting our organization with accomplishing its mission. NetVU also recognizes that its members are a diversified group with various needs. To this end, NetVU allows Associate Members to participate in membership activities if the product offering, controlling or ownership entity of the company is not in direct competition with any product offered by Vertafore or NetVU.

As a condition of membership in NetVU, each Associate Member pledges their support of and adherence to the principles and practices set forth in this code of conduct.

- Associate Member will abide by all guidelines, regulations and bylaws of NetVU.
- Associate Member will not be allowed to vote or hold office per NetVU's bylaws. Associate Member may be invited to participate as a guest for a local or national committee, work group or task force meeting.
- Associate Member will comply with all laws and regulations applicable to their business and maintain high standards of ethical conduct in the operation of that business and in their dealings with members and competitors.
- Associate Member will adhere to the highest professional standards—being honest in all dealings and not knowingly misrepresenting the facts.
- Associate Member will safeguard any confidential information or documents entrusted to them and not divulge any confidential information without the consent of NetVU.
- Associate Member agrees to respect the privacy and confidentiality of NetVU members.
- Associate Member shall not use NetVU's membership directory for mass marketing purposes without expressed written consent from NetVU. Associate Member may earn the privilege to market directly to NetVU members through agreements such as partnerships, sponsorships or exhibits. Those with this privilege must strictly avoid spamming NetVU member email boxes and limit email contact as per the additional written agreements.
- Associate Member may be granted access to NetVU meetings, events and online member communities (NCOM). These events and communities are primarily intended as a meeting place for NetVU members interested in sharing ideas and suggestions related to technology and insurance. Associate Member agrees that they are participating as a guest and that the communities are not to be used for either the solicitation or advertisement of products and services.
- Associate Member agrees to keep conversations within the NCOM forum and members are not to be contacted outside of the forum unless the member contacts them first. Further, Associate Members must disclose their business affiliations within each post.
- Associate Member must be a corporate partner, sponsor, or exhibitor in order to be granted the privilege of selling and/or promoting products and services at NetVU functions. Selling activities will be confined to the designated vendor area. At no time, shall an Associate member attempt to make unsolicited sales during NetVU's general sessions or in any classroom settings, NCOM, whether live or virtual, or within the online communities.
- Associate Member will disclose any potential conflict of interest prior to joining NetVU or as soon as a potential conflict is discovered.

- Associate Member will disclose the existence of any benefits accruing to the Associate Member such as sales commissions, rebates or financial incentives when making recommendations on a member's purchases.
- Associate Member agrees to make every effort to resolve all legitimate complaints in a timely manner.
- Associate Member will work towards enhancing the NetVU membership, its goals and objectives.
- Associate members are encouraged to maintain a healthy professional relationship with Vertafore.
- Associate Member will uphold the principles of NetVU and will not act in any manner that would harm the reputation of NetVU or Vertafore.

I agree to comply with the NetVU Associate Member Code of Conduct. We understand that becoming a NetVU Associate Member does not constitute an endorsement in any way of our products and/or services. Any violation of the code will be reviewed by the NetVU Membership Committee for further action which may include revocation of membership for forfeiture of dues payment refund.

[Click here to complete the Code of Conduct online.](#)

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***Authorized Signature***

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***Company Name***

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***Date***