

JALT ASSOCIATE MEMBER

Terms of Agreement

1) AIMS OF JALT

The Japan Association for Language Teaching (JALT) is a not-for-profit organization whose primary purpose is to promote effective language teaching and learning. The organization fosters research, holds annual international language teaching/learning conferences, publishes newsletters and journals, and with affiliated Chapters and Special Interest Groups (SIGs) carries out activities which further this purpose.

2) ASSOCIATE MEMBERSHIP IN JALT

Associate Membership in JALT is open to any organization that supports the aforementioned aims of JALT and is involved in the production of quality products or provides services in or directly related to the language education field.

Any member company, organization, or consortium wishing to advertise or display must take out individual Associate Membership. Furthermore, JALT Associate Members cannot represent or display for another company or organization unless the Associate Member has prior approval from JALT.

3) MEMBERSHIP CATEGORIES AND ANNUAL DUES

There are four categories of associate member membership, outlined in the table below.

	Supporting	Displaying	Presenting	Commercial
Annual Membership Fee	¥80,000	¥100,000	¥120,000	¥200,000
Advertise in JALT publications at Member Rates	✓	✓	✓	✓
License Mailing Lists	✓	✓	✓	✓
Display at National, Conference	X	✓	✓	✓
Display at Regional and SIG Conferences	X	✓	✓	✓
Guaranteed Presentation at annual JALT National Conference	X	X	✓	✓
Number of free National Conference Participants	0	2	2	2
Display Personnel for Annual Conference	0	unlimited	unlimited	unlimited
CODE (office Use)	AM3 AMS	AM2 AMD	AM1 AMP	CM

Associate Membership Category Details

Supporting: ¥80,000 per year

Privileges: Advertising rights in JALT publications at member rates and the right to license mailing lists and/or labels of JALT members. Supporting Associate Members: No display at annual and regional conferences; No guaranteed presentations at the Annual Conference.

Displaying : ¥100,000 per year

Includes all Supporting Associate Member privileges *plus* display rights at the annual conferences. Displaying Associate Members: Two annual conference participants free of charge. Display personnel are free, but may not attend presentations. No guaranteed presentations at the annual conference. Presentations at chapter meetings OK.

Presenting : ¥120,000 per year

Includes all Displaying Associate Member privileges plus the right to receive at least one guaranteed presentation slot at the annual conference. The Associate Member must be registered as a Presenting Member before the presentation submission deadline for that year's conference. The number of extra slots is determined based on the Associate Member's financial contributions to JALT in the previous calendar year. The Director of Program reserves the right to disallow any guaranteed presentation if it is deemed irrelevant to the aims of JALT.

Commercial Member (CM, Non-academic organization) - ¥200,000 per year

Privileges are the same as Presenting Associate Member.

4) ADVERTISING

JALT Associate Members may advertise in JALT publications. Annual advertising contracts with commensurate discounts are available in February for each fiscal year (April to March). Electronic delivery of advertisements and invoicing follow regular publishing deadlines set by the publication board.

5) MEMBERSHIP LIST AND MAILING LABELS

JALT membership lists and mailing labels are furnished only to Associate Member for their exclusive use on materials that bear the officially registered name and return address of the requesting sponsor. They may not be sold or provided to any other company or organization. Each membership list or set of mailing labels may only be used for ONE mailing, unless express written approval is given by the Business Manager. An Associate Member found to have violated this agreement will have their Associate Member privilege revoked immediately.

ASSOCIATE MEMBER POLICIES

Overall Policy

JALT affirms that the relationship between the organization as a whole and its Associate Member remains one of mutual interest and cooperation. JALT recognizes the role played by the Associate Members in providing a wide range of services to JALT members within the parameters of JALT's aims. Such services include, but are not limited to, bringing speakers to the JALT annual conference, giving professional workshops at national conferences and local chapter meetings, sponsoring services and events, and advertising in JALT publications.

Special Policy Items

1) JALT/ASSOCIATE MEMBER REPRESENTATION

- a) One Associate Member Representative is to be selected by popular vote from among the Associate Members. The Associate Member Representative's term is for one year from the first Executive Committee of the year until the first Executive Meeting of the following year.
- b) The Associate Member Representative works with the Business Manager and the JALT Central Office to represent Associate Member interests within JALT.

CONFERENCE ISSUES

- a) The Associate Member representative may provide input on the selection of the conference site to the Conference Committee.
- b) The Associate Member representative works with the EME (Educational Materials Exhibition) coordinator to ensure fairness in the distribution of the Associate Members throughout the display area(s).
- c) JALT confirms that the conference reading committee will, at all times, follow JALT's own guidelines concerning confidentiality of all non-guaranteed presentation abstracts and judge these abstracts solely on their own merits.
- d) The invoice for conference costs will be issued by JALT within one month after the conference. Payment is expected one calendar month after the invoice.

2) REGIONAL/SIG BOOK FAIRS AND CHAPTER PRESENTATIONS

- a) JALT appreciates the support offered by Associate Members to JALT chapters, SIGs and local book fairs through their attendance and presentations. The National Program Chair oversees this important area of JALT's activities and ensures that regional and SIG book fairs follow procedural guidelines in terms of space, presentations, equipment, setup times, etc.
- b) Local chapter program chairs are encouraged to follow JALT guidelines for speakers when inviting AMs to present at their chapter.