



GUIDELINES FOR FORMING A SATIR AFFILIATE/INSTITUTE

Request the applicants provide the following information (on a separate piece of paper):

1. Mission (goal or purpose of the organization). (This should be educational in nature.)
2. Name of a contact person for the Affiliate/Institute including address, telephone number and email address.
3. Names of others involved in starting the Affiliate/Institute.
4. The proposed name for the Affiliate/Institute. *(The use of the Satir name is granted initially for a period of two years by the VSGN Board to those who want to set up an Affiliate/Institute as a non-profit or for-profit legal entity. If no progress is demonstrated in forming the legal entity after two years, permission to use the name is withdrawn.)*
5. The Affiliate/Institute's official address, telephone number, email and website, when available. *(Please indicate when these will be available and that they will be forwarded to the VSGN Board in due course.)*
6. The name of an VSGN member, address, phone and email who will work to assist in establishing the affiliate/institute.
7. The legal requirements of the local jurisdiction that have to be followed to set up a not-for-profit or for-profit affiliate/institute (or local equivalent) and remain in good standing.
8. The affiliate/institute will send documentation of incorporation or similar designation to the VSGN Board within the two year limit.
9. The affiliate/institute agrees to pay annual dues to VSGN, currently set at \$200 US in recognition of its link to VSGN and where applicable the use of the Satir name.
10. The organization will send to VSGN a copy of any certificate or brochure which uses the VSGN name. *(This is to keep VSGN informed of the use of its name.)*

I have read the guidelines and will follow them in the formation of the Institute.

Signed: _____ Date: _____

Please make a copy for your record and send the original completed application to VSGN (The Virginia Satir Global Network) at office@satirglobal.org

GUIDELINES FOR BECOMING A SISTER ORGANIZATION

Criteria:

1. The organization will have the recommendation of an VSGN member who has had a direct or positive experience with the organization.
2. The organization does not use the Satir name.
3. VSGN has an ongoing relationship with the organization as evidenced by a past history of constructive collaboration.
4. The organization shares similar philosophical principles in their worldview and/or mission to that of VSGN.

Process:

1. An VSGN member(s) in good standing will make a written recommendation for the organization to the VSGN Board.
2. The application will be reviewed and approved by the VSGN Board.

Current Sister Organizations are:
IHLRN (2010/11)



Application for Becoming an Affiliate of The Virginia Satir Global Network (VSGN)

Proposed Name of Organization (see Guidelines below): _____

Responsible Person's Email Address _____

Phone: _____ Website _____

Mailing Address: _____

Purpose of the Organization and Reason for Wanting to Affiliate with VSGN:

Names and Contact Info of 2 References from the VSGN membership or Satir trainers:

Memorandum of Understanding (MOU)

Between VSGN and organization wishing to affiliate with it (known as the "Affiliate").

Affiliates will be able to:

- Include the name of "Satir" or "Virginia Satir" as part of their affiliate name according to the **Guidelines for Naming an Affiliate included below**. "Virginia Satir" and "The Virginia Satir Global Network" are international trademarks of VSGN and may not be used in part or in whole without VSGN written permission.
- Have their logo and description of their organization on the VSGN website and have a link back to their website
- Offer their members a complimentary membership in VSGN until March 1 of the next year.
- Announce their trainings and events on the VSGN website.

Affiliates will:

- Pay an annual fee of \$200 US to VSGN upon acceptance as an affiliate. Fees are set by the Board of Directors and must be renewed on March 1 each year. Fees are in recognition of the use of the Satir name and for the affiliate's link to the VSGN website and their listing as an affiliate on the VSGN website.
- Upon request, obtain approval for the use of The Virginia Satir Global Network name on their website, promotional materials, for offering continuing education credits, or co-sponsorship events. (Additional fees may be required.)
- Send yearly updates of their activities for posting on the VSGN website and calendar.
- Agree to indemnify and sign a waiver stating that VSGN, its directors or employees, exercises no control over the actions of the Affiliate or its members. A disclaimer to this effect will be placed on the website and all promotional materials and publications of the organization, unless consent has been obtained from VSGN in writing advising the disclaimer is not required; Confirm that nothing in this MOU creates a partnership, joint venture or other forms of business relationship between the Affiliate and VSGN nor make a representation to that effect; Not state or imply by their actions, that they are the agent, subsidiary, partner, or have a business relationship with VSGN; and that in the event that the affiliation is terminated by either party, the Affiliate will cease to use the names "Virginia Satir" and "The Virginia Satir Global Network" which are trademarks of VSGN

Name of VSGN Representative

Name of Applicant's Representative

Signature

Signature

Date

Date

GUIDELINES FOR NAMING AN AFFILIATE

1. As is stated in the MOU above, the name does not imply partnership or agency.
2. The names Virginia Satir and The Virginia Satir Global Network are exclusive registered trademarks of The Virginia Satir Global Network. No use made be made of Virginia Satir or The Virginia Satir Global Network marks in their entirety or in the use of their dominant elements such as Satir or Satir Global or any other marks that are confusingly similar to these marks without the prior written approval of Satir Global. This is to avoid creating confusion in the minds of consumers.
3. If the name Satir or Virginia Satir is included in the proposed name, it must include at least one of the following:
 - the name of the founding person/organization such as the “Jones Institute of Virginia Satir Studies”
 - a location such as a city/state name for example, “Palo Alto, California Institute for Virginia Satir Studies”
 - a metaphoric name such as the “Satir Whole Person Institute”.
4. Country-wide names will not usually be approved except where a number of individuals or groups representing numerous sites apply together, or in small countries where there is only one major city.
5. If the organization does not wish to include the name “Virginia Satir” or “Satir” , they can propose their own organizational name or a metaphoric name.

The Virginia Satir Global Board will review and approve applications for affiliation, including the proposed name based on these guidelines.

Revised / reworded by EMS on December 26,2023