

DEFINITION OF CHAPTER SERVICE AREA

Each chapter will be chartered to serve a specific geographic area so that responsibility for nurturing and developing that area is clearly assigned to a particular group.

Please identify the geographic area your chapter proposes to serve. We suggest that initially a chapter select just the area where the majority of their charter members are located. Expansion of the chapter's service area can be requested at any time in the future.

Your service area request will be reviewed and approved as part of your petition for chapter status. Final approval of all petitions including assignment of geographic territories will be through the A.S.P.E.N. Board of Directors.

Guidelines for Defining Service Area

1. Review the addresses of your membership and identify the general area where the majority of your members are located.
2. Define the boundaries of your proposed service area using state or zip code boundaries.
3. Mark this area on the map attached. If the chapter's proposed service area does not encompass an entire state, please include an area-specific map showing the proposed boundaries for your chapter.
4. Include your service area description in the space provided on the attached and within Article I, Section 2 of your chapter bylaws.

NOTE: The description of your service area should be clear enough so that prospective members can identify if they live or work in the area, and thereby determine their desire for membership in your chapter.