

**Regional Council 15 and Fundy St. Lawrence Dawning Waters
Policy and Procedures for Display Space,
Sales and Distribution of Print Materials**

The presence of materials in display areas, included in the registration packet and offered for sale at the Regional Council meeting gives the impression that the content of the material is, at least tacitly, endorsed by the Regional Councils. The following is offered as a support to the Regional Planning Meeting Committee (RPMC), the Regional divisions/committees and the Regional Council Office in making its decisions as to which materials will be included.

Assumptions

RE: Displays

1. The purpose of the display area is to provide information and motivation around the work and witness of the Regional Councils of The United Church of Canada.
2. All requests for displays are to have the endorsement of the related Regional Council division/committee prior to the submission of the request to the RPMC.
3. Materials which do not relate directly to the Regional Council meeting (ie: Berwick registration, Financial Services information) will be available to the delegates in the display area.

RE: Registration Packet

1. The purpose of the registration packet is to distribute materials which have to do specifically with the Regional Council meeting.
2. The packet shall include items of an emergent nature which have been approved for inclusion by the related division/committee of the Region. (For the purposes of this packet, emergent shall be defined as material relating to issues which were unknown and unknowable two weeks prior to the Regional Council meeting.)
3. The Regional Office will prepare sufficient materials to be included in every packet.

RE: Sales

1. No sales are allowed at the Regional Council meeting except by Regional divisions/committees and the Book Room.

Criteria

Because of space restrictions, space will be allowed by the RPMC as follows:

1. Preferred space for the Regional Council divisions/committees.
2. As available to:
 - a. Institutions and agencies which are formally related to The United Church of Canada;
 - b. Coalitions in which The United Church holds membership;
 - c. Others, upon endorsement of one of the Regional Council divisions/committees, as space permits and as approved by the RPMC. In cases where there is ambiguity or question, the Executive Regional Minister, in consultation with the RPMC, will make the decision.
3. Allocation of specific display space will be the responsibility of the Local Arrangements Committee based upon the above criteria.

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