**Non-Chapter Event Promotion Policy**

The SHRM Berks County Chapter will advertise events coordinated by outside organizations if they meet the following guidelines:

* The event date & time must not conflict with a SHRM Berks Chapter event.
* The event must be approved for SHRM &/or HRCI re-certification credits.
* The event must be inclusive of all SHRM Berks members, regardless of employer or any other factor.
* A fee of $150.00 is paid by the organizer of the event.

Upon receipt of payment, the SHRM Berks County Chapter will advertise the event in the following ways:

* One post on SHRM Berks Chapter’s LinkedIn pages (both public and private)
* Listing in the next SHRM Berks Chapter monthly newsletter (sent to all Chapter members)
* Listing on the SHRM Berks Chapter website under “Non-Chapter Events”.

Send requests for event advertising to [berkschapter179@gmail.com](mailto:berkschapter179@gmail.com)

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