



INSPECTOR CHECKLIST

Once the guest(s) application is submitted, schedule a time with them to hold the member inspection. Go over the following questions and membership requirements with them. Record their answer and report back to the chapter prior to the vote.

Date: _____ **Applicant's Name:** _____

- You understand your application and inspection answers will be used by the chapter when voting on your membership? Y N

Enrollment

Official Category: _____

If required, you maintain a current license, accreditation, and/or insurance deemed necessary for selected category.

- Can you provide and show current required accreditation, license, and/or insurance necessary? As well, provide a copy. Y N

Type: _____ Document # _____

- Is the category your applying for your full-time employment and source of income? Y N
If no, what other what other job(s) do you have. _____
- LeTip is category exclusive, you agree to only represent and speak only about the selected category? Y N
- Who first told you about LeTip and invited you to the meeting (sponsor)? _____
- If your category requires, do you have a problem signing the Multi-Level Marketing Agreement? Y N

Ethics

- You understand that your membership may be terminated because of a breach of ethics? Y N
- You agree to conform to LeTip's Bylaws, Rules & Procedures, and any subsequent changes? Y N
- You understand that you cannot belong to a similar networking group (BNI), tip or barter organization? Y N
- Have you ever been convicted of a crime? Y N
Understand that if you marked No and it is found out you have been convicted of a crime or while an active member are convicted of a crime you can be terminated by the chapter or LeTip and lose your membership immediately. Initial _____

Personal

- Are you the business decision maker? Y N
- Have you ever been a member of any organized networking group? Y N
If yes, which organization, when, why did you leave? _____
- Are any of your coworkers part of another similar networking group? Y N
If yes, which organization? _____
- Have you ever had a dispute with a client (legal or not) that did not end in an amicable manner? Y N
If yes, please explain. _____
- How long have you been in business or work for the company your with? _____
- How long have you worked in the community? _____

Personal (cont.)

- What is the typical cost for your product or service? _____
- You understand there is a dress code and will dress appropriate to your profession? Y N
- What is your perfect client/power partners? _____

- What are your business goals? _____

- What is your definition of networking, do you believe networking works in general and specifically what strategies you'll employ to get more leads to our members? _____

- Why do you want to join our chapter? _____

- Can you provide three client references we can call? Y N

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Attendance

- You will notify the Chapter's Vice-President 24 hours in advance if you're unable to attend a meeting? Y N
- Arriving late or leaving early is not tolerated and will count as an excused absence for the calendar quarter. You understand that if you, or you alternate, miss two (2) consecutive unexcused meetings, or four (4) meetings in a calendar quarter, excused or not, your membership may be terminated by the chapter. Y N
- Quarterly Business Mixer's attendance is mandatory. Will this be a problem? Y N
- Chapter visitations (meeting with another member) are required. Will this be a problem? Y N
- You agree to attend the Network Training Seminar (NTS) within first 60-days of joining? Y N
- Does your job require traveling and would it interfere with missing chapter meetings? Y N
If yes, how often do you travel? _____
- Do you have an alternate who can fill in for you at a meeting if you can't make it? Y N
Their name _____ Can you bring them to a meeting with you to introduce them? Y N

Participation

- Tipping, LeTip Bylaws Article IV, Section 4.1 (e) provide a minimum of four tips per month to any chapter member. Inter-Chapter Tips count as a tip and towards Top Tipper of the month award. Can you pass a minimum of four tips per month? Y N

Participation (cont.)

- Loyalty, can you agree to pass tips to chapter members in a category you may already have an outside business relationship with? Y N
 - Are you prepared to move your business relationships to everyone in the chapter within six months? Y N
 - What categories (profession) will you not be able to tip because of family or friend obligations?
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- You agree to support the chapter members and strive to have them satisfy your business/individual needs? Y N
- You agree to invite guests for open categories and promote chapter members when possible? Y N
- Who can you invite now? _____
- You agree to sponsor (recruit) one new member into a LeTip Chapter within your first year? Y N
- Are you interested in a chapter board or committee position? Y N
If yes, which positions _____

Financial Obligations

- You understand and agree to your financial obligations below? Y N

These financial obligations include:

- Initial LeTip Membership Enrollment fee or may select the payment plan option (payment plans non-refundable, if you resign in 90 days the payment plan balance will be charged).
- Annual LeTip Membership Renewal is due during your anniversary month (date application signed).
- If your payment declines, there will be a NSF charge added to your account.
- A fee will be required if you wish to change your category or transfer to another chapter.
- You understand to cancel auto-renew it is your obligation to notify LeTip the month prior to your annual renewal.
- You understand fees paid to LeTip International Inc are non-refundable.
- You will receive a free annual renewal for every 6 sponsors who join a LeTip Chapter.
- After sponsoring 25 new members you will receive a lifetime membership and no longer have an annual renewal.
- Your chapter has an initial joining fee paid directly to the chapter of _____
- Your chapter quarterly dues are paid directly to the chapter of _____
- You understand per the LeTip bylaws there are gentle reminders and rewards based on participation.

Closing Questions

- Are there any questions you have about the chapter? _____
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You agree all your answers to the above statements covered are true and agree to abide by them items cover? Y N

Signature: _____ Date: _____

Chapter's Inspector Signature _____