



Al-Anon Family Groups

Strength and hope for friends and families of problem drinkers

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January 22, 2016

www.al-anon.alateen.org

wso@al-anon.org

A Serenity Place Meeting

Sandie [REDACTED]

Re: A Serenity Place, # 62413

Dear Sandie,

This letter is to confirm that the *A Serenity Place Meeting* has been granted limited permission to use Al-Anon copyrighted material during its on-line meetings. This license is granted for a one-year period and must be renewed annually. Said license is subject to the following conditions:

On-line members may quote limited excerpts from Al-Anon Conference Approved Literature, hereafter referred to as CAL, provided that, the excerpt does not exceed one paragraph in length, per individual, per meeting. Members may quote less than one paragraph; however, excerpts from several paragraphs cannot be linked to create the equivalent of a paragraph. Portions of permitted text may not be altered, titled, or numbered in any fashion to create the appearance that this is the way that the paragraph appears in the original text. Chapter headings or sharing titles may be attached to a sharing that immediately follows said heading. Excerpts may not be altered, printed, or archived for later combination with other sharings or excerpts. They may not be included or published on any Web site or posting, may not be made available to any person or Web site other than at and for that particular meeting and should be treated like a personal, private communication of each participant in the meeting.

Only those articles from *The Forum*, which are so designated in the magazine for Internet publication, may be used on-line, as not all authors of the articles have given permission to use their sharings on-line.

Permission is also granted to the *A Serenity Place Meeting* to use the Twelve Steps, Twelve Traditions, and Twelve Concepts of Service as adopted by the World Service Conference. Meetings may also post the entire text that follows the Twelve Steps, which begins "These steps suggest acceptance of four primary ideas that..." in the *Al-Anon/Alateen Service Manual*. This text cannot be altered or excerpted and must

always follow the Twelve Steps, if the text is to be used at all. It is not within the autonomy of any group or individual to alter, change, or modify these legacies for posting on-line. Permission is also granted to use the Suggested Welcome and Suggested Closing.

After each above-mentioned use, the member sharing is to include the following acknowledgment:

From _____, Page Number _____ (identify the publication) Copyright 19____, by Al-Anon Family Group Headquarters, Inc., Limited use by express written permission of Al-Anon Family Group Headquarters, Inc.

This acknowledgment should appear at the end of the excerpt and before the member begins to share his/her individual experience, strength, and hope.

It is within the autonomy of the meeting to decide which CAL publications it will use and which it will exclude provided the terms of the above license are not altered; e.g., a Step meeting could agree to use only CAL material on the Steps. It can also agree to limit the number or length of sharings provided they do not exceed the one paragraph, per member, per meeting limit.

The terms of this letter are granted to the use of the *A Serenity Place Meeting* and not to any particular individual or individuals. This license cannot be transferred, altered, or assigned to another meeting or individual. The use of the contact name is for communication purposes only. If an additional meeting forms from the *A Serenity Place Meeting*, the new meeting needs to request its own license.

The ability to license use of CAL on-line is restricted to the permission granted by the Board of Trustees of Al-Anon Family Group Headquarters, Inc. The Board of Trustees retains the right to modify, alter, amend, or further restrict this permission and the attached documents at any time without advance notice. Meetings holding said licenses would be notified of any such changes within a reasonable time. Failure to abide by the terms of this letter could result in revocation, modification, or further limitation of the granted use. The *Fact Sheet for Al-Anon On-line Meetings (S-60)* and the request for permission to use Conference Approved Literature on-line are appended to this letter and incorporated herein as if fully written. In the event of conflict in terminology or use between this letter and the above-referenced documents, this letter shall govern. Permission to use CAL as stated cannot be granted to meetings that are in violation or subsequently become in violation of the Al-Anon copyright or trademarks.

The terms of this letter are purposefully more legal than other Al-Anon publications or correspondence. As the primary means of support for all Al-Anon structures is our copyrighted material, the failure to properly regulate the widespread use of copyrighted material could affect Al-Anon as a whole. This letter is written so that it can be interpreted appropriately, should legal action to protect our copyrights be necessary in

the future. Thank you for your cooperation and understanding as together we create new opportunities for our members to share, learn, and grow in our wonderful program.

In fellowship,

A handwritten signature in blue ink that reads "Richard L. Buchanan". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Richard L. Buchanan
Executive Director

Enclosures: Request for Permission to Use Conference Approved Literature
On-line
Fact Sheet for Al-Anon On-line Meetings (S-60)
Electronic Al-Anon Meeting Guideline (G-39)
Materials to Post On-line (available on the Al-Anon Web site)

REQUEST FOR PERMISSION TO USE CONFERENCE APPROVED LITERATURE ON-LINE

Please complete duplicate copies of this form for permission to use excerpts from Al-Anon copyrighted material on-line. Send *both* copies to Al-Anon Family Group Headquarters, Inc. (AFG, Inc.). Permission will be effective *only* after this request is signed by Al-Anon Family Group Headquarters, Inc. and returned to you along with the licensing letter.

Date: January 12, 2016

The undersigned contact for the named electronic meeting requests permission for its members to quote short excerpts (maximum one paragraph) from Al-Anon Conference Approved Literature during its on-line meetings in accordance with the *Fact Sheet for Al-Anon On-line Meetings* (S-60) and licensing letter.

Permission to use the excerpted material is intended for use on-line during the meeting of:

Name of Meeting: A Serenity Place

By (printed name of meeting contact): Sandie Dagg

Signature of applicant [Signature]

Each on-line sharing must be accompanied by the following acknowledgment:

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(identify the publication)

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It is acknowledged by the meeting contact that use of excerpts is for on-line meeting purposes only. **By the group conscience of the on-line meeting, it is agreed that excerpts may not be altered, printed, or archived for later combination with other sharings; may not be included or published on any Web site or posting; may not be made available to any person or Web site other than at and for that particular meeting and should be treated like a personal, private communication of each participant in the meeting.**

Permission is granted for one year only from the date of this form.

AL-ANON FAMILY GROUP HEADQUARTERS, INC.
1600 Corporate Landing Parkway, Virginia Beach, VA 23454-5617

By [Signature] Date 1/22/16
Executive Director

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