

**National Alliance for Thrombosis and Thrombophilia**  
**Chapter-In-Formation Agreement**

Whereas the **National Alliance for Thrombosis and Thrombophilia**, a North Carolina corporation, having its principal place at 120 White Plains Road, Tarrytown, New York 10591, herein referred to as NATT, wishes to establish a nationwide network of chapters and;

Whereas a group of volunteers, based in \_\_\_\_\_, herein referred to as the Chapter-In-Formation, wish to form a chapter of NATT;

Therefore NATT and the Chapter-In-Formation mutually agree as follows:

1. **Role and Purpose of the Chapter-In-Formation:** The role and purpose of the Chapter-In-Formation shall be to organize a board and committees to carry out the mission and programs of NATT within its assigned territory.
2. **Relationship of the Chapter-In-Formation to NATT:** The Chapter-In-Formation operates as an extension of NATT within its assigned territory. Since the Chapter-In-Formation is an integral part of NATT, it shall not be separately incorporated, nor shall it be merged or owned by another entity, nor shall it be under the direction or control of any governmental agency or unit.
3. **Right to Organize Territory:** NATT authorizes the Chapter-In-Formation and agrees that it has the exclusive right and the duty to organize and to conduct business throughout \_\_\_\_\_, which shall be its entire designated territory, and that territory only.
4. **Responsibilities of the Chapter-In-Formation:** The Chapter-In-Formation agrees to recruit a viable board and committees; to work with National staff in developing a *Chapter Annual Plan and Budget*, to meet *Chapter Performance Standards*; and to operate within the by-laws, policies and procedures of NATT. NATT shall, by action of its Board of Directors, establish such policies as are deemed necessary or advisable for the achievement of the mission and programs of NATT and its chapters. All such policies that apply to chapters shall be written and published in a *Chapter Resource Manual* that will be provided to each Chapter-In-Formation.
5. **Staff Retention and Overall Direction:** NATT will assign or hire an employee to serve as staff support. That assigned staff person shall serve as a partner to the Chapter-In-Formation volunteers to provide professional guidance and assistance to the Chapter-In-Formation's activities and to direct and coordinate all other staffing assistance provided to the Chapter-In-Formation.

6. **Ownership and Use of Assets:** All assets acquired by the Chapter-In-Formation, including fundraising, are expended in support of NATT's mission to prevent, diagnose and treat thrombosis and thrombophilia through research, education, support and advocacy. All expenditures are in compliance with NATT policies and procedures (see Policy on Chapter-In-Formation Financial Management Section 3.a). NATT and the Chapter-In-Formation agree that they shall not delegate nor relinquish control of funds or other resources to any other body or purpose. Should this agreement terminate, all assets remain the property of NATT.
7. **Term and Termination of Agreement:** This agreement begins at its date of signing and shall continue to be in effect unless terminated by either party. Either party may terminate this agreement by giving at least thirty (30) days advance written notice. If this agreement should be terminated for any reason, then the Chapter-In-Formation shall relinquish all assets to NATT and forthwith change its name so neither "Thrombosis," "Thrombophilia" nor "Alliance" are included. It is expected that the Chapter-In-Formation will achieve compliance for full chapter status within a period of 18 to 36 months of the signing of this agreement and will, at that time, request a Chapter Agreement for full chapter status.
8. **Enforcements, Modifications, Governing Law and Notice:** The failure of NATT or of the Chapter-In-Formation to enforce any of the provisions of this agreement against the other shall not be deemed a waiver of any such provision. This agreement may not be modified or changed by any act or writing except by a writing signed by NATT and the Chapter-In-Formation. Regardless of where this agreement is executed or performed, the construction and interpretation of this agreement shall be governed by the laws of the State of New York. Any notices required or permitted hereunder shall be sent to the other party at the address indicated above.

In witness whereof the parties hereto have hereunto set their hands.

**National Alliance for Thrombosis and Thrombophilia**

By: \_\_\_\_\_  
*Chair, Chapter Development Committee*

Attest: \_\_\_\_\_  
*Executive Director*

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**CHAPTER NAME:** \_\_\_\_\_

By: \_\_\_\_\_  
*Interim Chapter President*

Attest: \_\_\_\_\_  
*Chapter Director*

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**National Alliance for Thrombosis and Thrombophilia**  
**Chapter Agreement**

Whereas the **National Alliance for Thrombosis and Thrombophilia**, a North Carolina corporation, having its principal place at 520 White Plains Road, Tarrytown, New York 10591, herein referred to as NATT, wishes to establish a nationwide network of regional chapters and;

Whereas a group of volunteers, based in Minnesota, herein referred to as the Chapter, wish to become a chapter of NATT;

Therefore NATT and the Chapter mutually agree as follows:

1. **Role and Purpose of the Chapter:** The role and purpose of the Chapter shall be to carry out the mission and programs of NATT within its assigned territory.
2. **Relationship of the Chapter to NATT:** The Chapter operates as an extension of NATT within its assigned territory. Since the Chapter is an integral part of NATT, it shall not be separately incorporated, nor shall it be merged or owned by another entity, nor shall it be under the direction or control of any governmental agency or unit.
3. **Right to Organize Territory:** NATT authorizes the Chapter and agrees that it has the exclusive right and the duty to organize and to conduct business throughout \_\_\_\_\_, which shall be its entire designated territory, and that territory only.
4. **Responsibilities of the Chapter:** The Chapter board and staff agree to operate within the bylaws, policies and procedures of NATT. NATT shall, by action of its *National* Board of Directors, establish such policies as are deemed necessary or advisable for the achievement of the mission and programs of NATT and its chapters. The role of the *Chapter* board and staff is to implement NATT's mission and programs at the local level. Established chapters, NATT staff and volunteers are encouraged to propose suggestions for consideration to the Chapter Development Committee. All such policies that apply to chapters shall be written and published in a *Chapter Resource Manual*.
5. **Staff Retention and Overall Direction:** NATT will assign or hire an employee to serve as Chapter Director. The Chapter Director, in working with the Chapter Board, will provide professional guidance and assistance in implementing the Chapter's activities and in directing and coordinating all other staffing assistance provided to the Chapter.

6. **Ownership and Use of Assets:** All assets acquired by the Chapter, including fundraising, are expended in support of NATT's mission to prevent, diagnose and treat thrombosis and thrombophilia through research, education, support and advocacy. All expenditures are in compliance with NATT policies and procedures (see Policy on Chapter Financial Management Section 4.a). NATT and the Chapter agree that they shall not delegate nor relinquish control of funds or other resources to any other body or purpose. Should this agreement terminate, all assets remain the property of NATT.
  
7. **Term and Termination of Agreement:** This agreement begins at its date of signing and shall continue to be in effect unless terminated by either party. Either party may terminate this agreement by giving at least thirty (30) days advance written notice. If this agreement should be terminated for any reason, then the Chapter shall relinquish all assets to NATT and forthwith change its name so neither "Thrombosis", "Thrombophilia" nor "Alliance" are included.
  
8. **Enforcements, Modifications, Governing Law and Notice:** The failure of NATT or of the Chapter to enforce any of the provisions of this agreement against the other shall not be deemed a waiver of any such provision. This agreement may not be modified or changed by any act or writing except by a writing signed by NATT and the Chapter. Regardless of where this agreement is executed or performed, the construction and interpretation of this agreement shall be governed by the laws of the State of New York. Any notices required or permitted hereunder shall be sent to the other party at the address indicated above.

In witness whereof the parties hereto have hereunto set their hands.

**National Alliance for Thrombosis and Thrombophilia**

By: \_\_\_\_\_  
*President*

Attest: \_\_\_\_\_  
*Executive Director*

Date: \_\_\_\_\_

Date: \_\_\_\_\_

CHAPTER NAME: \_\_\_\_\_

By: \_\_\_\_\_  
*Chapter President*

Attest: \_\_\_\_\_  
*Chapter Director*

Date: \_\_\_\_\_

Date: \_\_\_\_\_