

## PHOENIX CEO CFO MEETING & ATTENDANCE POLICIES

As of January 1, 2008, the Phoenix CEO-CFO Group will be **exclusive**. Due to growth, the group will limit its attendees to C-Level Executives & Sponsors only. Our meetings are limited to 45-50 professionals in attendance.

### **2010 CEO-CFO RSVP Policies: C-Level, Accounting & Finance & Sponsors Only**

The Phoenix CEO-CFO Group is exclusive to C-Level executives and sponsors only. Vendors will not be accepted. The group welcomes new attendees. However, due to our growth and the desire to keep the size of the meeting to a level which insures a worthwhile experience for all of the attendees, the meetings are limited to 45-50 professionals.

### **RSVPs**

Each month, the Phoenix CEO-CFO Group meetings sell out. RSVPs are critical to insure that you have a seat. Therefore, RSVP's are required; walk-ins may be turned away. Please RSVP before noon on the Wednesday before the event or sooner. All no-shows will be billed. There will be a standby list in case there are any cancellations. Sponsors must RSVP as well.

### **Cancellations**

Cancellations are accepted until noon on the Friday before. Attempts to "Cancel" after that time will not be honored and the attendee will be responsible for the cost of the event.

Special Events will have specific RSVP instructions & Cancellation deadlines with the event information

*By Submitting an RSVP for an event, you agree to the above terms provided by the Phoenix CEO-CFO Group.*

### **Qualified Attendees**

The following titles (must be current) can attend the meetings: CEO, President, CFO, COO, CIO, General Manager, Partner, Director, Vice President and Controller. Industry accounting and finance professionals can also attend. In addition, your current company must have a minimum of 5 employees and \$5 million in revenue.

As a courtesy to other networking groups we will allow the occasional attendance of Board Members to help facilitate the cross-networking opportunities.

### **Not Qualified**

Vendors - Our group has a non-sales approach.

Consultants - (Management Consulting, Coaching, etc) If you are the CEO of your own consulting firm and are growing a business, you are considered a vendor, unless the firm meets the qualifying company requirements.

Services Firms - Banking, Legal, Marketing, Public Accounting Firms, etc are a considered vendors. If you have any questions, contact us via email at [phoenixceocfo@gmail.com](mailto:phoenixceocfo@gmail.com).

If you have any questions regarding your role and participation, please contact us at [phoenixceocfo@gmail.com](mailto:phoenixceocfo@gmail.com)

## **Sponsors - Attendance Policies**

Platinum Sponsors will have no more than any two attendee from their firm present..

Gold Sponsors will have no more than their one designated attendee from their firm present.

Website Sponsors can only attend if they meet the requirements to attend as a C-Level Executive.

If you would like information on becoming a sponsor of the group, please visit the [sponsors' page](#).