

Frequently Asked Questions: ILTA Non-Solicitation Policy

ILTA understands that ILTA stakeholders regularly engage in mutually-agreed-upon commercial activities as part of professional networking. However, ILTA's Online Communities are designed to facilitate substantive discussion around specific business and technology issues and are not designed for direct sales activities.

Each member or participant ultimately decides if an activity by another member or participant represents solicitation. For further clarification, please refer to the [ILTA Code of Conduct](#). If a member or participant has a complaint or question regarding the ILTA Non-Solicitation Policy, or a question about the acceptable usage of the ILTA Member Directory, they should contact ILTA staff at membership@iltanet.org or +1 312.533.4110. Any violation of the non-solicitation policy will be investigated.

In order to highlight the difference between professional networking and prohibited solicitation, ILTA has developed the following questions and answers.

1. May I distribute business cards to one or more members or participants at an ILTA function?

As with any business event, it is appropriate to exchange business cards as part of a business conversation.

2. Can I use ILTA member or participant contacts to expand my network, or increase my subject matter expertise?

Yes. Establish relationships through professional support, collaboration, and networking. Reciprocate by acting as a resource and reference and lending your knowledge and expertise to projects and programs.

3. Can I pass out promotional materials at an ILTA function?

This depends on the function. Please contact ILTA staff for clarification.

4. How can I use the ILTA membership directory?

You may use it to find the name and number of someone who you may have met at an event, or to contact a member to discuss a mutual business issue or question.

You may not use the ILTA Membership Directory to market a business, solicit business, or for general mailings.

Business Partners who sponsor an event will receive contact information for all attendees who opt in to sharing contact details.

Any materials you or your company would like to share with ILTA membership should be shared via appropriate ILTA channels. For further clarification, please take note of the following ILTA online member directory copyright and use clause.

By utilizing the ILTA online member directory, individuals agree to the following:

The information in the ILTA Member Directory is protected by copyright and is intended solely for the individual and private use of ILTA members and participants in connection with ILTA's mission and activities. The contents of the ILTA Directory may not, in whole or in part, be reproduced, copied, disseminated, or entered into a computer database and may not be used for any commercial or solicitation purpose of any kind. The ILTA Member Directory is available only to ILTA members and associate participants. Members and associate participants may not permit any information from the ILTA Member Directory to pass into the hands of any other person outside of other ILTA members and participants.