

nwfa
National Wood
Flooring Association



LEAD FORWARD

LEADERSHIP
COMMITTEE DIRECTORY
for NWFA

PEOPLE | PURPOSE | PERFORMANCE

STRONG
ROOTS.
BOLD
FUTURES.



BUILDING BETTER LEADERS. ELEVATING OUR INDUSTRY.

LEADERSHIP & COMMITTEE DIRECTORY

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Emerging Leaders Council (ELC)

Goals & Objectives

The primary mission of the NWFA Emerging Leaders Council (ELC) is to provide young professionals with a meaningful voice within both the Association and the wood flooring industry. The Council fosters leadership development and encourages active engagement by creating opportunities for:

- Professional growth and industry education
- Networking and relationship-building among peers and industry leaders
- Participation in projects and initiatives that directly impact NWFA leadership and strategic direction
- Collaboration that supports the future growth and success of the wood flooring industry

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Expo Committee

Goals & Objectives

The primary goal of the Expo Committee is to develop and implement strategies that maintain and grow the value of the Wood Flooring Expo for attendees, exhibitors, sponsors, and industry stakeholders. The Committee works to enhance the overall Expo experience by fostering innovation, increasing engagement, supporting industry education, and ensuring the event remains the premier gathering for the wood flooring industry.

Key objectives include:

- Identifying opportunities to improve attendee and exhibitor value
- Supporting the growth and long-term success of the Wood Flooring Expo
- Encouraging industry participation and engagement
- Evaluating trends, education, and networking opportunities to enhance the event experience
- Assisting in the development of strategic initiatives that strengthen Expo programming and relevance
- Promoting collaboration between NWFA members, partners, and industry leaders

Expo Committee

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Finance Committee

Goals & Objectives

The primary goal of the Finance Committee is to provide financial oversight and strategic recommendations to the NWFA Board of Directors in support of the Association's long-term financial health and sustainability. The Committee works to ensure responsible fiscal management, transparency, and alignment of financial resources with NWFA's mission and strategic priorities.

Key objectives include:

- Reviewing and monitoring the Association's financial performance and stability
- Providing financial guidance and recommendations to the NWFA Board of Directors
- Assisting in the development and review of annual budgets and financial forecasts
- Evaluating financial policies, investments, and reserve strategies
- Supporting sound fiscal decision-making that aligns with NWFA's strategic goals
- Identifying opportunities to strengthen financial sustainability and operational efficiency
- Ensuring appropriate financial oversight, accountability, and stewardship of Association resources

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Government Relations Committee

Goals & Objectives

The primary goal of the committee is to monitor and evaluate legislation, regulations, and public policy issues that impact the wood flooring industry and NWFA membership. The Committee serves as a resource for advocacy, industry awareness, and member engagement on legislative and regulatory matters affecting the industry.

Key objectives include:

- Monitoring legislation and regulatory developments affecting the wood flooring industry
- Advocating for policies and initiatives that support the interests of NWFA members and the industry
- Informing and educating membership on legislative and regulatory issues impacting their businesses and operations
- Participating in industry coalitions and partnerships that address issues affecting members
- Providing recommendations and guidance to NWFA leadership regarding governmental and industry affairs
- Supporting proactive communication and engagement on emerging legislative and policy matters
- Encouraging collaboration among industry stakeholders to strengthen advocacy efforts and industry representation

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Hardwood Floors Magazine

Goals & Objectives

The primary goal of the committee is to support the delivery of accurate, relevant, and high-quality technical information to the wood flooring industry through Hardwood Floors magazine and related online content. The Committee serves as a technical resource to help ensure published materials reflect current industry standards, best practices, and reliable information.

Key objectives include:

- Reviewing Hardwood Floors magazine articles and online content for technical accuracy and industry relevance
- Providing recommendations and guidance to ensure content aligns with current industry standards and best practices
- Assisting in the development of educational and technical resources for NWFA members and industry professionals
- Supporting the integrity and credibility of NWFA publications and digital content
- Identifying emerging technical topics and trends important to the wood flooring industry
- Encouraging clear, consistent, and informative communication of technical information
- Collaborating with editorial staff and industry experts to enhance the quality and value of published content

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Membership Steering Committee

Goals & Objectives

The primary goal of the committee is to strengthen and grow NWFA membership by enhancing member value, increasing engagement, and supporting recruitment and retention initiatives. The Committee works to ensure membership programs and activities meet the evolving needs of members and encourage long-term involvement with the Association.

Key objectives include:

- Reviewing membership programs and recommending enhancements that increase member value and satisfaction
- Developing and suggesting new membership recruitment strategies and activities
- Supporting initiatives designed to retain existing members and strengthen member relationships
- Encouraging active participation and engagement within the Association
- Reaching out to current members to promote involvement in NWFA programs, events, and resources
- Identifying opportunities to improve member communication, outreach, and overall experience
- Assisting in the development of strategies that support membership growth and long-term engagement

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Nominating Committee

Goals & Objectives

The primary goal of the committee is to support strong leadership and effective governance by overseeing the nomination and board development process for the NWFA, NWFACP, and NERF Boards of Directors. The Committee works to identify qualified leadership candidates and ensure nomination processes remain fair, effective, and aligned with organizational needs.

Key objectives include:

- Reviewing board candidates nominated by the membership for consideration and recommendation
- Developing and maintaining an ongoing list of potential candidates for the NWFA, NWFACP, and NERF Boards of Directors
- Identifying and encouraging qualified individuals to pursue leadership opportunities within the Association
- Reviewing and revising nomination processes and procedures as necessary to support transparency, efficiency, and effectiveness
- Assisting in succession planning and long-term leadership development for the organization
- Supporting diversity of experience, expertise, and representation within board leadership
- Providing recommendations to strengthen governance practices and board engagement

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NWFA/NOFMA Solid Wood Flooring - Standards Task Force

Goals & Objectives

The primary goal of the committee is to promote, review, and monitor NOFMA grading standards for unfinished and factory-finished solid hardwood flooring in support of quality, consistency, and industry best practices. The Committee works to uphold the integrity of grading standards and encourage industry awareness and compliance.

Key objectives include:

- Promoting the understanding and use of NOFMA grading standards throughout the wood flooring industry
- Reviewing and monitoring existing grading standards for unfinished and factory-finished solid hardwood flooring
- Evaluating proposed updates or revisions to standards to ensure continued industry relevance and effectiveness
- Supporting consistency, quality assurance, and best practices in hardwood flooring manufacturing and grading
- Serving as a technical resource for grading-related questions and industry guidance
- Encouraging industry participation and feedback regarding grading standards and implementation
- Collaborating with industry stakeholders to maintain confidence in NOFMA standards and product quality

NWFA/NOFMA Solid Wood Flooring - Standards Task Force

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Technical Standards & Publications

Goals & Objectives

The primary goal of the committee is to support the development, review, and advancement of industry standards, technical research, and educational resources for the wood flooring industry. The Committee works to ensure NWFA technical publications, guidelines, and standards remain accurate, relevant, and aligned with current industry practices.

Key objectives include:

- Reviewing current industry standards and identifying areas where updates or changes may be needed
- Supporting and promoting funding for necessary testing, research, and technical evaluation
- Assisting in the development of new publications and the refinement of existing technical resources and guidelines
- Conducting final technical review of all publications, standards, and guidelines prior to publishing
- Ensuring technical materials reflect current industry best practices, performance expectations, and standards
- Serving as a resource for technical expertise and industry guidance
- Collaborating with industry professionals, manufacturers, and technical experts to strengthen the quality and credibility of NWFA resources

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Women's Industry Network

Goals & Objectives

The primary goal of the committee is to unite and support women throughout the wood flooring supply chain by fostering professional growth, leadership development, and meaningful industry connections. The Committee works to create opportunities that encourage engagement, advancement, and recognition of women within the industry.

Key objectives include:

- Connecting women across all segments of the wood flooring industry to encourage collaboration and professional relationships
- Providing opportunities for networking, mentorship, support, and shared learning
- Developing programs, educational initiatives, and resources that address the needs and interests of women in the industry
- Identifying strategies to recruit, retain, and advance women within the wood flooring profession
- Encouraging leadership development and career growth opportunities for women at all levels of the industry
- Promoting an inclusive and supportive industry environment that values diverse perspectives and experiences
- Recognizing and celebrating the outstanding achievements, leadership, and contributions of women in the wood flooring industry

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NWFACP Appeals Committee

Goals & Objectives

The primary goal of the committee is to review and evaluate appeals related to inspector, installation, sand and finish, and sales advisor complaints in a fair, consistent, and professional manner. The Committee works to uphold the integrity of NWFA standards, certification programs, and complaint resolution processes.

Key objectives include:

- Reviewing appeals associated with inspector, installation, sand and finish, and sales advisor complaints
- Ensuring appeals are evaluated fairly, objectively, and in accordance with established NWFA policies and procedures
- Supporting consistency and professionalism in the complaint review and resolution process
- Providing recommendations and guidance regarding appeal outcomes and related actions
- Upholding the integrity and credibility of NWFA certification and complaint resolution programs
- Identifying trends or recurring issues that may warrant additional education, clarification, or procedural improvements
- Assisting in maintaining industry standards, accountability, and consumer confidence within the wood flooring industry

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NWFACP Hearing Committee

Goals & Objectives

The primary goal of the committee is to review complaints related to inspectors, installers, sand and finish professionals, and sales advisors in a fair, timely, and professional manner. The Committee works to support accountability, uphold NWFA standards, and maintain confidence in the Association's certification and professional programs.

Key objectives include:

- Reviewing complaints involving inspectors, installers, sand and finish professionals, and sales advisors
- Ensuring complaints are evaluated consistently and in accordance with established NWFA policies and procedures
- Supporting fair and objective complaint resolution processes
- Providing recommendations and guidance regarding complaint findings and potential actions
- Upholding the integrity, professionalism, and credibility of NWFA certification and member programs
- Identifying recurring issues or trends that may require additional education, training, or policy review
- Assisting in maintaining high standards of workmanship, ethics, and professionalism within the wood flooring industry

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NWFACP Inspector Certification Committee

Goals & Objectives

The primary goal of the committee is to review and evaluate non-NWFA educational programs seeking Continuing Education Units (CEUs) for certification renewal and retention. The Committee works to ensure outside educational offerings meet NWFA standards for quality, relevance, and professional development.

Key objectives include:

- Reviewing and approving non-NWFA educational programs submitted for CEU consideration
- Ensuring programs align with NWFA certification requirements, industry standards, and educational objectives
- Evaluating course content for technical accuracy, relevance, and professional value
- Supporting continuing education opportunities that enhance industry knowledge and professional development
- Maintaining consistency and integrity within the NWFA certification renewal process
- Providing recommendations regarding CEU eligibility and program approval standards
- Encouraging high-quality educational opportunities that support ongoing growth and advancement within the wood flooring industry

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NWFACP Install, Sand/Finish Certification Committee

Goals & Objectives

The primary goal of the committee is to oversee and strengthen NWFA certification programs by ensuring they remain relevant, credible, and aligned with industry standards and professional development needs. The Committee also supports the recognition of excellence and craftsmanship within the wood flooring industry.

Key objectives include:

- Reviewing existing certification programs and recommending adjustments or enhancements as necessary
- Developing new certification programs that address evolving industry needs, skills, and technologies
- Ensuring certification standards maintain credibility, consistency, and professional value
- Evaluating and judging all incoming Master Craftsman submissions in accordance with established criteria and standards
- Supporting professional growth and advancement through meaningful certification opportunities
- Identifying opportunities to improve certification processes, educational pathways, and program accessibility
- Promoting excellence, technical expertise, and high standards of workmanship throughout the wood flooring industry

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Wood Floor of the Year Committee

Goals & Objectives

The primary goal of the committee is to oversee and evaluate the Wood Floor of the Year contest by recognizing outstanding craftsmanship, creativity, and technical excellence within the wood flooring industry. The Committee works to ensure the contest remains relevant, fair, and reflective of industry innovation and achievement.

Key objectives include:

- Reviewing and judging Wood Floor of the Year contest submissions in accordance with established criteria and standards
- Assessing and evaluating contest categories to ensure they remain relevant, competitive, and representative of current industry trends and craftsmanship
- Recognizing exceptional workmanship, design, and technical skill within the wood flooring industry
- Supporting the promotion of industry excellence and professional achievement through the contest program
- Providing recommendations for improvements to contest processes, judging criteria, and category structure

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Golf Tournament Committee

Goals & Objectives

The primary goal of the committee is to support the planning and execution of the NERF Annual Golf Tournament in order to promote industry engagement, networking, and fundraising efforts that support the mission of NERF.

Key objectives include:

- Assisting in the planning, coordination, and successful execution of the NERF Annual Golf Tournament
- Supporting fundraising initiatives and sponsorship opportunities associated with the event
- Encouraging participation and engagement from NWFA members, industry partners, and supporters
- Assisting with event promotion, logistics, and volunteer coordination as needed
- Enhancing the overall attendee experience through effective organization and communication
- Supporting relationship-building and networking opportunities within the wood flooring industry
- Contributing to the continued growth and success of NERF programs and initiatives

Golf Tournament Committee

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Scholarship Committee

Goals & Objectives

The primary goal of the committee is to develop, oversee, and promote scholarship programs that support education, professional development, and workforce advancement within the wood flooring industry. The Committee works to ensure scholarship opportunities are administered fairly and aligned with the mission and objectives of the organization.

Key objectives include:

- Developing and overseeing scholarship programs that support students, industry professionals, and workforce development initiatives
- Reviewing scholarship criteria, application processes, and program guidelines to ensure fairness and effectiveness
- Promoting scholarship opportunities to increase awareness and participation within the industry
- Evaluating scholarship applications and recommending recipients based on established criteria
- Supporting educational advancement and professional growth within the wood flooring industry
- Identifying opportunities to expand scholarship funding and program reach
- Ensuring scholarship programs align with organizational goals and support the future growth of the industry

Scholarship Committee

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Committee & Task Force Chair

Consistent with the Association's policy and strategic plan, the Committee/Taskforce Chair guides the Committee/Taskforce in its work as outlined by the scope of work and charge of the Board of Directors.

The Committee/Taskforce Chair and Staff Liaison, working in partnership, are responsible for facilitating the work of the Committee/Taskforce, providing oversight, and ensuring timely communications within the Committee/Taskforce and between the Committee/Taskforce and other components of the Association. The Staff Liaison also provides logistical support for the Committee/Taskforce's work.

SPECIFIC RESPONSIBILITIES

1. With staff, develops a work plan that will allow the Committee/Taskforce to effectively and efficiently discharge its responsibilities for the year.
2. With staff, develops agendas and conducts Committee meetings.
3. Approves reports of Committee/Taskforce meetings before their distribution.
4. Ensures that the work of the Committee/Taskforce is carried out between meetings.
5. Approves reports on Committee/Taskforce activities, including requests to the Board of Directors for action.
6. Reports to the Committee/Taskforce on decisions of the Board of Directors or the Executive Committee that affect the Committee/Taskforce's work or activities.
7. Where appropriate, guides the Committee/Taskforce in proposing products and services that will further the goals and objectives of the Association.
8. Where appropriate, makes policy recommendations to the Board of Directors.

Board Liaison

Each Committee/Taskforce has a Board member who serves as its liaison to the Board of Directors. This person is a leadership resource for the Committee/Taskforce Chair and Staff Liaison. The Board liaison serves as the communications channel to the Board of Directors regarding the Committee/Taskforce's activities.

Staff Liaison

The Staff Liaison serves as an informed resource person to the Chair and members of the Committee/Taskforce. This person assists the Chair in facilitating Committee/Taskforce discussions and activities, which address the Committee/Taskforce's charge. The Staff Liaison also works with the Chair to ensure that all Committee/Taskforce work is consistent with the Association's goals and objectives.

SPECIFIC RESPONSIBILITIES:

1. Assists the Chair with scheduling dates and times for committee teleconference meetings.
2. Provides committee members with a meeting schedule for their year of service.
3. Assists the Chair with the preparation of meeting agendas and conducts effective meetings of the Committee/Taskforce.
4. Provides administrative support for planning and execution of all Committee/Taskforce meetings.
5. Drafts reports of Committee/Taskforce meetings for review and approval by the Committee/Taskforce Chair.
6. Works with the President/Chief Executive Officer, Committee/Taskforce Chair, and other Committee/Taskforce members to ensure that the work of the Committee/Taskforce is carried forward between Committee/Taskforce meetings.
7. Reports to the Committee/Taskforce on decisions of the Board of Directors, Executive Committee, or other Association Committees/Taskforces, which impact the Committee/Taskforce's activities.
8. Where appropriate, assists the Committee/Taskforce in proposing products and services that will further the goals and objectives of the Association.
9. Be thoroughly familiar with all aspects of the Committee/Taskforce's work including the scope of work, subjects under discussion, and Association policies related to the Committee/Taskforce's work.
10. Answers questions, offers suggestions, and raises questions.
11. Provides administrative support.

Committee Member

Committee members are responsible for conducting the work necessary to achieve the goals and objectives of the Committee as approved by the Board of Directors.

SPECIFIC RESPONSIBILITIES:

1. Attend Committee/Taskforce meetings.
2. Discharge responsibilities diligently.
3. Disclose any actual or perceived conflicts of interest and do not vote on such Committee/Taskforce matters.
4. Review all relevant material before Committee/Taskforce meetings. Make contributions and voice objective opinions on issues.
5. Carry out individual assignments made by the Committee/Taskforce Chair.
6. Work as part of the Committee/Taskforce and staff team to ensure that the Committee/Taskforce proposes policies and/or develops products and services that help Association members and staff who are responsible for programs within the scope of interest of the Committee/Taskforce.
7. Represent the Committee/Taskforce in meetings of other Association groups.

Committee Administration

The Committee/Taskforce Chair and Staff Liaison, working in partnership, are responsible for facilitating the work of the Committee/Taskforce, providing oversight, and ensuring timely communications within the Committee/Taskforce and between the Committee/Taskforce and other components of the Association. The Staff Liaison also provides logistical support for the Committee/Taskforce's work.

Committee/Taskforce Meetings

- Committee/Taskforces report to and make recommendations to the Board of Directors.
- Committee/Taskforce meetings shall be conducted face-to-face or by telephone conference call and be scheduled so that all reports and recommendations to the Board are sent to the President/Chief Executive Officer 2-3 weeks prior to the scheduled Board meeting.

Committee/Taskforce Reports

- The Committee/Taskforce Chair and Staff Liaison are responsible for keeping the Board of Director and President/Chief Executive Officer fully informed of Committee/Taskforce activities.
- A written report of goals and achievements should be provided to President/Chief Executive Officer 2 weeks prior to all scheduled Board meetings and periodically throughout the year.

Developing and Structuring the Meeting Agenda

- Provide each Committee/Taskforce member with a copy of the agenda of topics to be discussed and/or acted on at the meeting.
- Provide each Committee/Taskforce member notice of the meeting time and location, and a list of Committee/Taskforce members.
- Sequence agenda items thoughtfully.
 - Start the meeting with agenda topics that will unify the Committee/Taskforce; this sets the stage for working together.
 - Early in the meeting is a good time to discuss topics that require mental energy, creativity, and clear thinking.
 - Do not put difficult topics back-to-back.
 - End the meeting with topics that will unify the Committee/Taskforce; people like to leave meetings feeling that they are part of a productive team.

Chair's Facilitator Role

Lead by example.

The presiding officer who sets a tone of reasonableness and fairness, with equal regard for the rights of each member, will lead by example. In reinforcing the rules for the benefit of all, he or she will show the way and will provide a model the others will wish to emulate. A well-run meeting allows members to go away feeling glad that they came and gives them the satisfaction of having contributed something of value to the organization.

1. Be a facilitator of meetings; don't "hold court." The Committee/Taskforce belongs to the Association, not the Chair.
2. Open the meeting on time.
3. Announce the business to be conducted.
4. Follow the agenda.
5. Encourage an exchange of ideas, but not a clash of personalities. Good decisions are made when Committee/Taskforces examine all sides of an issue, but don't let members personalize the debate. Emotional discussion of an idea is good, but an emotional reaction to a person is not. When emotions are too high, return the floor to a neutral person, seek a purely factual answer, or take a break.
6. Prevent one-sided discussions.
7. Restate the issue to be voted on before calling for a vote; explain the consequences of the vote.
8. Announce the results of actions taken and explain the follow-through to be taken and by whom.
9. Help expedite business. Don't let discussions drift or go on too long.
10. Don't let a person who is blocking constructive discussion ruin the Committee/Taskforce meeting for everyone else. Strategies for dealing with this behavior include confronting the person privately in a caring manner, pointing out the effects of the behavior, and suggesting alternative behaviors.
11. Monitor participation; control talkative members and draw out silent members.
12. Close the meeting on time. Seek the Committee/Taskforce's agreement regarding extending the meeting if necessary.

Conference Call Protocols

Preparation

1. Decide who's in on the call.
2. Establish a clear set of desired outcomes.
3. Create and distribute an agenda.
4. Provide clear instructions on how to dial into the call.

Facilitation

1. Designate a timekeeper and note taker.
2. Ask members to identify themselves each time they speak.
3. If a vote is taken, poll each member.
4. Watch the clock.
5. Consider alternatives for difficult issues.
6. Review assignments and close positively.

Follow-up

Immediately after adjournment, the Chair and Staff Liaison should meet briefly to agree on what follow-up actions are required and who is responsible for them.

Meeting Minutes Guidelines

The Staff Liaison is responsible for collaborating with the Committee Chair for the preparation of the meeting minutes.

Report of the Committee Meeting

The minutes are the official corporate record of what was done. As a general rule, such reports should contain only action items, with little or no discussion. Having in the report a discussion of reasons for actions can sometimes be useful in subsequent proceedings and meetings. However, these should be kept to a minimum since the effect of such discussions on litigation is impossible to predict.

The meeting minutes of the Committee meeting should include:

1. Date, time, and place of meeting. Note Chairperson's name, members present and absent, and other key people in attendance.
2. All formal motions and passages or defeats.
3. All decisions reached, including motions passed and follow-up actions to be taken, with deadlines for implementation.
4. A brief summary of discussions. Do not attribute comments to members, except where formal motions are introduced.
5. Provide information on the time and place of the next meeting.
6. Distribute the report to all Committee members, including those who did not attend, within 3-4 weeks of the meeting.
7. Distribute the report with a statement to contact the Chair or Staff Liaison if errors are noted.

Meeting Agenda Format

[Committee Name]
Meeting Agenda
[Date & Time]

1. Call to Order
Chairperson announces the beginning of the meeting.
2. Roll Call
Staff Liaison checks attendance.
3. NWFA's Anti-Trust Policy
Chairperson advises the committee of NWFA's Anti-Trust Policy.
4. Approval of Minutes From Last Meeting
Minutes of the last meeting are provided to the committee prior to the scheduled meeting. If there are no corrections or additions, the minutes stand approved. If there are any corrections or additions to the minutes, they stand approved as corrected.
5. Meeting Agenda Items
Committee members report to the group on the progress of any activities in which they are involved.
6. Old Business
Old business includes any action items pending from the last committee meeting, or anything from the last session that was not completed.
7. New Business
New items of business should be presented at this time.
8. Announcements
Any announcements should be presented on time.
9. Adjournment
Call for adjournment.

Meeting Minutes Format

[Committee Name]
Meeting Minutes
[Date & Time]

Committee Members Present:

Committee Members Absent:

Staff Present:

1. The [Committee Name] was called to order at [Time].
2. The Committee was advised of NWFA's Anti-Trust Policy.
3. Approval of Minutes
- 4.. Agenda Item

[Summarize the discussion for each existing agenda item, state the outcome and assign any action item(s).]

Action Item:

5. Agenda Item

[Summarize the discussion for each existing agenda item, state the outcome and assign any action item(s).]

Action Item:

6. Agenda Item

[Summarize the discussion for each existing agenda item, state the outcome and assign any action item(s).]

Action Item:

7. Date & Time of Next Scheduled Committee Meeting [set date and time for next meeting]

8. With no other business to discuss, [Insert Name] made the motion to adjourn. [Insert Name] seconded. All in favor; none opposed. The meeting was adjourned at [Time].

Anti-Trust Statement

“On behalf of the NWFA, I want to welcome you to this meeting of the **[Name of Committee]**.”

It is essential that we observe certain ground rules as we participate in this meeting. As you know, the Anti-Trust laws prohibit, or make highly imprudent, the discussion of a number of matters at a meeting such as this.

The following subjects should not be discussed at meetings or elsewhere or be the subject of any type of agreement, whether formal or informal, expressed, or implied, among competitors:

1. prices to be charged;
2. methods by which prices are to be determined;
3. terms and conditions of sale, such as credit or discount terms;
4. profit levels;
5. whether another company’s pricing practices are unethical, improper, etc.;
6. coordination of bids or requests for bids or proposals;
7. production levels or schedules;
8. division or allocation of markets, territories, or customers;
9. refusal to deal with a customer or supplier;
10. approved list of customers or suppliers; and
11. anything that could restrict free and open trade in the marketplace.

Any departure from these ground rules could result in severe civil and criminal penalties to you as individuals, to your companies, and to the NWFA. Federal sentencing guidelines mandate jail sentences for Anti-Trust violations and call for criminal fines that may range into the millions of dollars.

If you have any questions about these Anti-Trust limitations, the office will be happy to give you a copy of the Association’s Anti-Trust Detailed Guidelines.”