1. The logo is an official symbol of the Association for International Agricultural and Extension Education (AIAEE). The Board of Directors of AIAEE assumes all rights, privileges, and responsibilities attached to the use of the official logo and will assign one of its committees to be in charge of the logo. The logo is a registered symbol of the organization. Registration is with the Secretary of State in Iowa. Registration was effective in 1996 and will be in effect until 2001. At the end of the five-year period, another application must be filed.

2. The Constitution and Bylaws Committee of AIAEE will serve as the "keeper of the logo." Reference should be made to the chairperson of this Committee if there are questions regarding the routine use of the logo.

3. The Constitution and Bylaws Committee will grant permission to use the logo. In areas of dispute or clarity, the Executive Committee/Board of Directors of AIAEE will be consulted.

4. The Editor of The Journal of AIAEE has a special laser drawing of the logo.

5. Various sizes of the logo are permitted if all aspects, features, and characteristics of the symbol are clear and easily discernible.

6. The logo should always be appropriately displayed so that the features of this logo are prominent.

7. The official authorized users of the logo include the following:

   - AIAEE Executive Committee
   - AIAEE Board of Directors
   - Committee Chairpersons
   - Editor of the Journal of AIAEE
   - Editor of the Newsletter of AIAEE

8. No part of the logo can be separated from other parts of the symbol and be used in any way to represent AIAEE.
9. The AIAEE logo cannot be used to gain profit or to solicit funds for profit-making organizations.

10. No person outside of the AIAEE organization has permission to use the AIAEE logo in any way.

11. Suggested changes to the logo may be made by submitting a formal proposal to the Constitution and Bylaws Committee and/or the Board of Directors. The general AIAEE membership will make the final decision relative to any recommended changes to the logo. Changes to the logo will require a two-thirds vote to approve. Any changes will require at least 60 days notice prior to the annual meeting of AIAEE.

**Appropriate Uses of the Logo**

- Organizational letterhead/stationery
- Newsletter
- Journal
- Program brochures
- Banquet brochures
- Membership brochures
- Conference proceedings
- Promotional materials: pins, jackets, t-shirts, mugs

The Board of Directors, Executive Committee, Editors, and Committee Chairpersons in charge of the above items are authorized to use the logo. All other uses of the logo should be approved by the Constitution and Bylaws Committee as needed.

These policies and procedures are subject to review and approval by the Board of Directors, Executive Committee, and general membership of AIAEE.

Revised 3-28-96
Approved April 1997