



S-Anon World Service Office
 P.O. Box 17294
 Nashville, TN 37217
 Phone: (615) 833-3152
 Toll-free: (800) 210-8141

Date Form Completed: _____

Open & Special Meeting Form

1. Meeting Information

Open Meeting? <input type="checkbox"/> yes <input type="checkbox"/> no	Special Meeting? <input type="checkbox"/> yes <input type="checkbox"/> no	Meeting ID: _____
Meeting Name: _____ Mtg. Day: _____ Mtg. Time: _____		
Type of Open or Special Meeting: _____		
Meeting Location (City & State/Province, Phone or Online): _____		
Intergroup Involvement? <input type="checkbox"/> yes <input type="checkbox"/> no Intergroup Name: _____		

2. Distribution of Special Meeting Information

Special Meetings that are open to all S-Anon members, regardless of whether the attending S-Anon member identifies with the Special Meeting focus, may be distributed by the WSO, posted on www.sanon.org, and be published on linked websites.

Is this Special Meeting open to all S-Anon members? Yes No

If **Yes**, does the Special Meeting give the WSO permission to publish Meeting location on www.sanon.org and distribute to all inquirers? Yes, please give out meeting location No, do not give out meeting location

If **Yes**, Meeting Address or Access Information with instructions: _____

Inquirer Contact Name: _____

Personal Phone: _____ Personal Email: _____

Special Instructions: _____

Local information phone line and/or generic meeting email: _____

3. Whom in your meeting will receive official communications from the WSO?

Name: _____ Phone Number: _____

Email Address: _____

4. Whom in your meeting is willing to be contacted by groups, Intergroups, Regional Trustees, Area Delegates/Alternate Delegates, or the WSO to get information or ask service-related questions about your meeting?

Name	Phone	Email

IF YOU ARE FILLING OUT THIS FORM

The Open and Special Meetings Form helps the WSO maintain records of all meetings using the S-Anon name and to facilitate receipt of updates from the WSO to the meeting.

Section 1. Meeting Information. Completing this section helps the WSO monitor how many S-Anon meetings are in existence and where they are located.

Open Meetings: Meetings that are open to others, not just S-Anon members (ex. Couples)

Special Meetings: Meetings that limit the attendance of S-Anon members (ex. Men Only or Women Only) or whose meetings focus on a specific recovery topic or audience yet adhere to Tradition Three (ex. Men's Focused or Legal Consequences)

Closed Meetings: Registered S-Anon and S-Ateen meetings are considered "closed" meetings. "The only requirement for membership is that there be a problem of sexaholism in a relative or friend." (Tradition Three) At a closed meeting, all those present are seeking S-Anon recovery for themselves. To register a Closed Meeting, please complete the Group Registration Form.

Section 2: Distribution of Special Meeting Information. Special Meetings that are open to all S-Anon members, regardless of whether the attending S-Anon member identifies with the Special Meeting focus, may be distributed by the WSO, posted on www.sanon.org, and be published on linked websites. Information for Open Meetings and Special Meetings that limit attendance may not be distributed by the WSO.

When providing the Contact for Inquirer information, please keep in mind, only generic information phone numbers and emails are published on www.sanon.org; personal contact information is only provided to those who directly contact the WSO. Open Meeting do not complete this section.

Section 3. Who should receive official communications for your meeting from the WSO? The World Service Office sends out a monthly newsletter to all registered S-Anon groups, meetings, and subscribed members. Additional communications include the tri-annual Special Appeal, information on upcoming conventions, annual update requests, and other announcements of general interest to the fellowship. This is a way of keeping informed of significant news and announcements from YOUR World Service Office.

Section 4. Who in your meeting is willing to be contacted by groups, Intergroups, service representatives (like Regional Trustees or Area Delegates), or the World Service Office to request service-related information about your meeting? Sometimes service-related questions arise that can be answered by the groups and meetings in an area or state. For example, if an International Convention or local recovery event is being planned near your location, the event organizers may want to see if members of this meeting are interested in participating.

Special note about the Meeting ID: Once your meeting's identification number is assigned, please make a note of it, and include it on all correspondence with the WSO, including literature orders, 7th Tradition contributions and Special Appeal contributions.

Questions? If you have any questions about how to fill out this form or how the information is used, please contact the World Service Office at 800-210-8141 or 615-833-3152 and a staff member will be glad to speak with you about any question or concern. We really like to hear from you.

Your privacy is important! We cannot stress too much the fact that none of the information you give us is ever disclosed in any way other than that described on the form and here on this page. Our goal is to help others receive the help we have received from the S-Anon fellowship.