

# THE CHAMBER.

GREATER VICTORIA  
CHAMBER OF COMMERCE

## **Policy - Letter of Support**

The Chamber from time to time receives requests for letters of support. A review process for letters of support has been developed that determines which requests need to be brought before the Chamber Board for approval.

Requests tend to fall into three categories:

- A concept
- A non-competitive development or initiative
- A Chamber member in a competitive bid

Please note that requests that fall under the third category will not be offered a letter of support as the quality of the proposal cannot be determined and the other proposals would have to be taken into consideration. The Board is prepared to provide a letter that acknowledges the organization as a member of the Chamber.

## **Process for Approval**

If the request for support is in accordance with the Chamber policies, the Chief Executive Officer can write a letter of support.

If the request involves an issue that has already been discussed by the Board, but there is no existing policy, the request will be put to the board for an email vote.

If there has been no previous discussion on the issue upon which support is requested, the request shall go to the Board for discussion before any action can be taken.

The Board has established that if the concept or proposal is controversial, a membership poll may be conducted.