



VIRGINIA GREEN SUPPLIERS NETWORK

Program Guidance

The following Program Guidance applies to businesses that join the **Virginia Green Suppliers Network**. The program administrators, the Virginia Hospitality and Tourism Association (VHTA), the Virginia Tourism Corporation (VTC) and the Virginia Department of Environmental Quality (DEQ), reserve the right to change this Program Guidance at any time without prior notice by posting changed Program Guidance on the Web site; you are advised to review the website regularly for any changes. By applying to be listed as a Virginia Green Suppliers Network and use the Virginia Green Suppliers Network logo and name, you are bound by this Program Guidance as may be changed from time to time.

1. The designated business agrees to use the Virginia Green Suppliers Network name and Virginia Green Suppliers Network logo in accordance with the following guidelines:
 - 1.1. Virginia Green Suppliers Network Name An approved partner business may use the name "Virginia Green Suppliers Network member." The business may not use the name "Virginia Green member" or "Virginia Green participant" as those names are reserved for members of the Virginia Green Program.
 - 1.2. Usage of Virginia Green Suppliers Network Name The partner business should use the Virginia Green Suppliers Network name in conjunction with the promotion of the business' green products or services. The Virginia Green Suppliers Network name is not to be used to imply that the business is a "green business," as VHTA, VTC, and DEQ do not certify "green businesses."
 - 1.3. Virginia Green Suppliers Network Logo Upon completion of the Virginia Green Suppliers Network application and notification of designation in the program, the business will be provided access to Virginia Green Suppliers Network logo files which will include the word "Member". The logo may be used on the business's Web site, advertisements, handouts/pamphlets, etc. The logo must be used solely to promote the green products or services offered by the business, and the business should not forward the logos on to anyone without permission from the Virginia Green Suppliers Network program administrators.
2. The Virginia Green Suppliers Network research, materials (online and otherwise), certificates, and logos are the property of the Virginia Green Suppliers Network. Use of all Virginia Green Suppliers Network materials, design specifications, website, etc. is implicit in this agreement.
 - 2.1. Logos, symbols, and all other materials shall be represented as approved and outlined in Section 1.
 - 2.2. Any revisions, new materials, new design specifications will be made available to designated Virginia Green Suppliers Network businesses and, if designation is terminated, will remain the property of the Virginia Green Suppliers Network.
3. If the business is removed from the Virginia Green Suppliers Network, the business agrees to implement the following measures within ninety (90) days of the termination date:
 - 3.1. The business will remove the Virginia Green Suppliers Network Designation Certificate wherever it might be displayed.
 - 3.2. The business will remove all references to Virginia Green Suppliers Network from its Web site, general signage, advertisements, business cards, promotional literature, etc.
4. Upon removal of the business from the Virginia Green Suppliers Network, the Virginia Green Suppliers Network program administrators will, within thirty (30) days of the termination date, remove the business from the Virginia Green Suppliers Network Web site and all related distribution lists.
5. This agreement will automatically be renewed when the participating business renews its designation in the Virginia Green Suppliers Network.
6. Either party may terminate this agreement for cause by providing ninety (90) days written notice of their intent to the other party.

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