

Dear Valued Member:

On behalf of OpenView Forum International (OVFI) I wish to take this opportunity to thank you for your interest in our organization and in our Regional / Local Chapter and Special Interest Group programs.

OpenView Forum International is an independent, non-profit users group. OVFI is dedicated to promoting the success of users in their implementation of HP OpenView products and partner solutions. OVFI is operated by volunteers who, as full members, are users of OpenView products and are committed to maximizing its effectiveness in meeting today's network and systems management needs.

With thousands of members worldwide, membership in OVFI offers valuable information resources, education and real-life experiences in the implementation of Hewlett Packard's OpenView products.

In addition to facilitating the free exchange of information, OVFI provides an advocacy channel to exchange concerns and ideas for product improvement. This channel is supported through a number of OVFI provided "value added" services, designed to capture the needs of our users. This information also allows OVFI to focus on issues and key product requirements deemed important by our members. OVFI further extends its advocacy role with Hewlett Packard in representing our members' needs, directly to the leadership of the OpenView Business Unit – influencing the ongoing support and product development of OpenView Products.

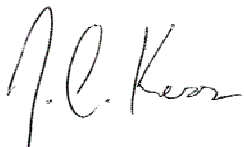
Our Regional / Local Chapter and Special Interest Groups affiliation gives special attention to the diverse needs of our members and the industries they represent – wherever they are located.

With our global presence, enhanced services and strong relationship with HP, we are able to offer solid value to our members. This Starter Kit represents OVFI's commitment to assisting the many users of OpenView and has been provided as your guide to establishing and managing OVFI RCs, LCs and SIGs, in your particular area. It outlines many OVFI services such as WEB site access, email reflector list and it also contains a number of templates and helpful tools. We also have access within HP to help organize conference space and speakers.

I look forward to working with you to help start your RC, LC or SIG in your area. If you have any questions please contact me or any of the OVFI Board members at board@ovforum.org or information@ovforum.org. You may also wish to visit our website at www.ovforum.org.

Join OpenView Forum International and share the experience of others. Becoming a member of OVFI is all about helping your organization maximize its investment in OpenView products and technology.

Sincerely,

A handwritten signature in black ink that reads "Chris Kerr". The signature is written in a cursive, flowing style.

Chris Kerr
OpenView Forum International
Director of Membership

OpenView Forum International Affiliation Agreement

The following information is required to process agreement

Name Requested for Local Chapter or SIG:

Language preferred for meetings:

Co - Leader 1 Name:

Co - Leader 1 Company:

Address Line 1:

Address Line 2:

Address Line 3:

Zip Code:

Country:

Email Address:

Telephone Number:

Fax Number

Co - Leader 2 Name:

Co - Leader 2 Company:

Address Line 1:

Address Line 2:

Address Line 3:

Zip Code:

Country:

Email Address:

Telephone Number:

Fax Number

Note: Co-leaders need to be two separate individuals preferably from independent companies. The Local Chapter has 90 days after it's Initial Meeting to have separate Co-leaders. Otherwise this agreement cannot be accepted.

Please Initial here that you have read this page.

Co-leader 1 Initial _____

Co-leader 2 Initial _____

Please describe what your key objectives are in starting an OVFI Local Chapter or SIG. What do you wish to accomplish through the Local Chapter or SIG?

As a Local Chapter or SIG, you will be required to use the following services provided by OVFI.

Services	Provided BY:
LC/SIG Membership Registration and Renewals:	OVFI
OVFI Membership Registration and Renewals:	OVFI
LC/SIG Membership Dues Collection –if any (separate from any OVFI dues):	LC/SIG
Web Site for LC/ SIG	OVFI
FTP Services	OVFI
Email Reflector for LC/SIG	OVFI
LC/SIG grouped requirements	OVFI Surveys

Chapter Policies

In signing this Agreement, the Local Chapter (LC) or Special Interest Group (SIG) agrees to abide by OVFI policies including those outlined below. The signed “co-leaders” shall be the designated and responsible for the management and operation of the LC or SIG.

This Affiliation Agreement may be cancelled by either party given 60 days notice

- All members of a local chapter are or will become members (at no charge) of OpenView Forum
- The LC/SIG agrees to operated in a manner consistent with the mission, goals and objectives of OVFI and communicate this to its members The LC/SIG will abide by OVFI bylaws and policies. Should the LC/SIG wish to expand these policies, the LC/SIG agrees to review any such changes with the OVFI Director of Membership for approval.
- The LC/SIG co-leaders shall always be two separate individuals from independent companies.
- The LC /SIG co-leaders shall always use the services provided by OVFI. Any use of personnel email, web, registration services etc will not be allowed or accepted.
- The LC/SIG co-leaders/coordinators will have responsibility to coordinate and publicize all local chapter events.
- The SIG must at all times have designated co-leaders who are responsible for (1) coordinating with OVFI membership committee, OVFI provided services and (2) planning events and meetings.

POLICIES Cont'd

- A member of the board of directors of OVFI, as designated by OVFI in the approval section of this document, shall be deemed a member of the Chapter. The Chapter co-leader must include the assigned board representative on all chapter notices and inter-group communication. Such board members shall be designated by the Chapter as a, non-voting "observer" of any existing board of directors (or similar body) should this be applicable to the LC or SIG. That Board member does NOT need to attend all meetings; the board representative for a LC or SIG has the responsibility to coordinate and vocalize board information and requirements to the LC or SIG.
- Local chapters are to promote a cooperative environment for sharing information about the implementation of OpenView Management environments.
- Explicit on-site recruiting is forbidden at local chapter events.
- Attendees will not be disruptive or detrimental to chapter events.
- LC/SIG shall register all meetings and events with the OVFI local committee, including agendas and speakers. Registration can be as simple as an email notice and is to be submitted not fewer than 10 days prior to such event.
- Presentations should be technically focused on customer problem solving and technical solutions and not direct marketing oriented.
- Sales and marketing product/services literature at the local chapter meeting are to be made available at the discretion of the local chapter members. (Co-leaders will need to solicit their position on this in a general chapter meeting)
- Attendee information or reports from the chapter's registration database shall not be provided to anyone except the HP OVBU sales force personnel without explicit, written, approval from the board of directors.
- Disregarding Local chapter policies can lead to expulsion of the offending person and/or all other members from the associated employer from local chapter activities.

POLICIES Cont'd

- A LC/SIG's affiliation and license agreement with OVFI are each subject to termination by OVFI, if the LC or SIG fails to comply with said policies.
- The LC/SIG must have in effect a current license with Hewlett Packard and OVFI, for use of the "OpenView" name. The Chapter must be in compliance with such license agreement at all times.
- The LC/SIG shall provide membership lists to the OVFI Director of Membership or his/her designate board member.
- The LC/SIG must conduct at least two (2) meetings per year in order for the LC/SIG to remain in 'Active' status.

To better assist you in starting your Regional Chapter or Special Interest Group, please answer the following questions.

1) How often do you plan to hold chapter meetings?

--

2) How do you plan to accomplish your mailing for notice of your meeting(s)? (OVFI can help you get mailing lists together)

--

3) Do you have sponsorship from Hewlett Packard or another vendor for meeting locations and logistics?

--

4) If not, and you wish to recommend a vendor for us to contact, please provide the following:

Vendor:
Contact Person:
Phone #:
Email:

--

4) Do you require assistance to obtain guest speakers for your first meeting? If yes, list topics of interest you would prefer to have covered by any speakers we can arrange.

--

In signing this Agreement, the Local Chapter (LC) or Special Interest Group (SIG) agrees to abide by OVFI policies. The co-leaders shall be the designated as responsible for the management and operation of the LC or SIG.

This Affiliation Agreement may be cancelled by either party given 60 days notice

Co-leader Signature 1

Date:

Co-leader Signature 2

Date:

OVFI APPROVALS

OVFI DIRECTOR of MEMBERSHIP:

Date:

OVFI PRESIDENT:

Date:

OVFI BOARD'S DESIGNATE ASSIGNED TO PARTICIPATE IN THIS LC/SIG: