



Visual Communications Industry Group Electronic Mailing List

All current VCI-Group members and new members who included an email address on their membership application are automatically included on the Electronic Mailing List (hereafter known as the list). The list is only available to current Principal, Corporate, or Alliance members (Limit two members per Alliance member company. Additional members from Alliance companies may participate at the discretion of the Board).

To post a message, send an email to vci-group-members@ls.vci-group.org and it will be distributed to everyone on the list. Emails sent with no subject will be rejected. All messages posted to the list are in the public domain and are archived for later access.

Reminder: Replies to a message received from the list will be sent back to the list and go to everyone. Please be cautious when trying to reply to an individual.

To unsubscribe from the list please send an email to listhelp@vci-group.org and in the body of the message include your first and last name and that you wish to unsubscribe from vci-group-members@ls.vci-group.org.

To change your subscription to Digest mode (one email per day from the list with all individual messages as attachments), send an email to listhelp@vci-group.org and in the body of the message include your first and last name and that you wish to change your subscription to Digest mode for vci-group-members@ls.vci-group.org.

Electronic Mailing List Guidelines and Etiquette

- When posting a message, include your name and affiliation.
- When replying to a message, include only the parts of the previous message that are pertinent to your comment. When possible, delete the header information from the previous message, as this will make the message easier to read. Also, when replying to a question or message, include the original question or give some context for your remarks.
- The list is a discussion forum where opinions and differences of opinion are welcome. However, challenging or attacking others is not appropriate.
- Do not post inflammatory, abusive, profane, threatening, offensive or illegal materials to the list.
- Please DO NOT post commercial messages to the list.
- DO NOT post any information or other material protected by copyright without the permission of the copyright owner to the list. By posting material, the posting party warrants and represents that it owns the copyright or has received permission from the copyright owner. In addition, the posting party grants VCI-Group and users of the mailing

list the non-exclusive right and license to display, copy, publish, distribute, transmit, print and use such materials.

- The list is provided as a member benefit of VCI-Group and VCI-Group accepts no responsibility for the opinions and information posted on the site by others. VCI-Group disclaims all warranties with regard to information posted, whether posted by VCI-Group or any third party. This disclaimer includes all implied warranties of merchantability and fitness.
- VCI-Group shall not be liable for any special, indirect or consequential damages, or any damages whatsoever, resulting from the loss of performance, use, data, or profits arising out of, or in connection with, any information posted on the list.
- VCI-Group does not actively monitor the list for inappropriate postings and does not, on its own, undertake editorial control of postings. However, in the event that any inappropriate posting is brought to the attention of VCI-Group, VCI-Group maintains the right to terminate access to any user who does not abide by these guidelines. Please report any abuse or inappropriate postings to by sending an email to listhelp@vci-group.org and in the body of the message include as much detail about the specific posting in question such as date, time, and the sender.
- It is the desire of VCI-Group to avoid any activity that may violate, or appear to violate, any applicable antitrust law. Each VCI-Group member is expected to conduct business independently and free from any understandings, agreements, or other conduct that may restrain competition. VCI-Group will not publish company information relating to market practices, claim settlement practices, or any other competitive aspect of a company's operation. VCI-Group prohibits its members from discussing business practices on the mailing list that violate any antitrust laws or give the appearance of violating any antitrust laws.

If you have questions regarding the list please contact the VCI-Group office at 800-784-4636 or +1 952-928-4665 (if calling from outside North America) or send an email to listhelp@vci-group.org.