



**FUTURE BUSINESS LEADERS OF AMERICA-PHI BETA LAMBDA, INC.
NON-U.S. MEMBER/COMPETITOR GUIDELINES FOR 2019-2020 MEMBERSHIP YEAR**

Membership Guidelines:

Each non-U.S. member that wishes to compete must have national membership dues paid/received by March 1. This means that dues must be received at the national center by this date.

1. Each non-U.S. local chapter is considered active and is eligible to have local chapter voting delegates which are determined as follows:

According to the national bylaws, each local chapter in good standing shall be entitled to send from its active membership, two to four local voting delegates and one alternate for each voting delegate to the National Leadership Conference in accordance with the following:

- Under 50 members—two voting delegates.
- 50–100 members—three voting delegates.
- Over 100 members—four voting delegates.

Section 4. All voting delegates of local and state chapters shall be officially certified by their respective advisers and their names submitted to the national office postmarked no later than 20 days prior to the National Leadership Conference.

2. Non-U.S. Entities are treated as “state” chapters in terms of competition but are not recognized as a state chapter for membership, as they have not been chartered as a state entity.

According to the national bylaws: State chapter charters shall be issued upon approval of the board of directors. A state chapter shall have at least five local chapters with all members holding national membership in FBLA and hold one annual meeting to elect state officers and conduct business in order to qualify for a charter. Each state chapter shall have a state committee composed of professional educators in the areas of business and office occupations.

Each state chapter in good standing shall be entitled to send two voting delegates and one alternate from its active membership to the National Leadership Conference.

State voting delegates shall be entitled to vote on all matters that come before the general session. Local voting delegates shall be entitled to vote on all matters that come before the regional meetings. There shall be no proxy voting.

Competitive Event Guidelines:

1. FBLA allows each of our state chapters to submit four competitors for each competitive event. Each non-U.S. entity (country) will be treated as a state chapter for competitive event purposes.
2. Each non-U.S. entity will be allowed to submit four competitors for each competitive event.

3. Each non-U.S. entity will be allowed to use the method that best fits their model to determine which four competitors will be submitted for each competitive event.
4. If a non-U.S. entity requires FBLA's assistance in determining how to allocate their four competitive event slots for each competitive event, and based on the number of groups/chapters who have registered members by our membership registration deadline of March 1, we will determine how many competitors each group/chapter will be allowed to submit. (Examples: If there are two groups/chapters, then each group/chapter will be allowed to submit two for each event. If there are three groups/chapters, each group/chapter will be allowed to submit one for each event, and then we will put the fourth slot out to the existing groups/chapters on a first-come, first-serve basis.)
5. Any non-U.S. members who wish to participate in a competitive event must have paid membership dues by March 1 and must be registered to attend the National Leadership Conference and have paid the conference registration fee.