

## Smithsonian Affiliate Reciprocal Membership Program

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX \_\_\_\_\_

E-mail: \_\_\_\_\_ Web address: \_\_\_\_\_

### AGREEMENT

As a participant in the Smithsonian Affiliate Reciprocal Membership Program our organization agrees to provide the following benefits to all current Smithsonian Affiliate members:

- Free general admission
- Retail discounts
- Discounts on special programs
- Discounts on special exhibitions

Upon entering this agreement, we grant all Smithsonian Affiliate partners permission to use our organizations name in promotion and marketing of the reciprocal program.

### Agreement Period:

This agreement is in place until terminated in writing by participating Affiliate. The agreement may be terminated each year during the month of *January* by the undersigned representative of the Affiliate or his/her designee or by Smithsonian Affiliations.

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Name of Affiliate organization

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**EMAIL** completed agreement:

**affiliatemember@si.edu**

-or-

**FAX** completed Agreement :

Christina Di Meglio Lopez

Smithsonian Affiliations

**FAX: 202.633.5313**

## FAQ'S

### Smithsonian Affiliate Reciprocal Membership Program

#### Why should your organization participate?

This is an opportunity for Smithsonian Affiliates to market their affiliation with the Smithsonian while building on the benefits of membership in the Affiliate network. Through the program, Affiliates can work together to promote one another and encourage members to visit one another's organizations.

#### What will my members have to do to receive reciprocity?

Present their Smithsonian membership card and their Affiliate membership card.

Benefits of the reciprocal program include:

- **Free general admission** during regular museum hours and additional benefits offered (for a detailed list, please check the host Affiliate's website).
- **Additional Benefits** to your members. Joining the program adds an inexpensive member benefit that will increase awareness of your affiliation with the Smithsonian, promote and link your organization across the national Affiliate network, and market your relationship with the Smithsonian Institution.

#### Will Reciprocal Benefits include Mailings to all members?

No. Reciprocal privileges do not include mailings from participating Affiliates (newsletters, exhibition mailings, etc).

#### Are there any costs to participate?

No. Participation is free.

#### How will the program be coordinated?

Smithsonian Affiliations will provide each participating museum with a complete list by city and state via email, in January of each year and with updates quarterly.

- Smithsonian Affiliations will maintain a webpage listing all participating organizations in alphabetical order by state.
- Smithsonian Affiliations will update all new Affiliate participant information quarterly: January, April, July and October and post online at [affiliations.si.edu](http://affiliations.si.edu).
- Smithsonian Affiliations will communicate by e-mail to designated Affiliate membership contacts.
- The Smithsonian Affiliate Reciprocal Membership continues annually until the Affiliate submits a written cancellation to Smithsonian Affiliations.