**SITE SELECTION PROCEDURES**

**SECTION 1:**

Any member, law enforcement agency or interested group may bid to host the Annual Meeting of the SE Chapter.

**SECTION 2:**

This bid shall be formally presented by the Site Selection Committee during the Annual (Business) meeting.

**SECTION 3:**

Requirements:

A. The interested party shall have in writing the support of his superior and department or law enforcement agency.

B. The interested party may have in writing the additional support of local law enforcement agencies in the bidding area.

C. The interested party will have in writing the support of local officials who could influence the successful outcome of the Annual Meeting.

D. The interested party should prepare a written resume to include but not limited to the following:

1. Proposed site

2. Proposed dates

3. Facility

4. Size of facility

5. Financial arrangements