



**Phi Chi Theta
Trademark/Copyright Protection Policy
Adopted by the Executive Council on February 19, 2009
Amended by the Executive Council on July 11, 2014**

In order to protect Phi Chi Theta's trademark from infringement and to protect the integrity of the Phi Chi Theta crest, name, letters, etc., the following policy is adopted.

All chapters are entitled to use the Phi Chi Theta crest, name, letters, and other trademarked items on all official chapter publications, letters, and documents. The letters must be professional in scope and the Fraternity has the right to ask the chapter to cease the use of a particular document if deemed inappropriate.

The use of the Phi Chi Theta name crest, name, letters, and other trademarked items on any merchandise is prohibited without the expressed consent of the National Office. No chapter or member can authorize the use of any trademarked items by a third party supplier without the expressed consent of the National Office. The only exception is the purchase of items from our national affinity partners (UB Greek, etc.) as they have permission to use trademarked items from the National Office.

To request permission to use Phi Chi Theta trademarked items on merchandise, the chapter or individual needs to submit a copy of their proposed design with a description of the product to the National Office.

The National Executive Council has delegated the authority to approve or deny the use of trademarked items by chapters or members to the Executive Director. The Executive Director will advise the petitioner of his/her decision. The Executive Council further delegates authority to the Executive Policy Board to hear all appeals regarding the Executive Director's decisions on trademark usage and overturn those decisions.

Chapters and members are not allowed to use the official Phi Chi Theta national letterhead. If a chapter needs to use national letterhead, they can make a request to the National Office. The chapter has to provide a copy of their proposed letter for review. If permission is granted, it is for that precise letter only. The National Executive Director has the authority to grant permission for a chapter to use national letterhead.