

Santa Cruz Area Narcotics Anonymous
BIRTHDAY SPEAKER MEETING SPONSOR GUIDELINES

I. Purpose:

1. To assist the Narcotics Anonymous community fellowship in sponsoring the monthly Birthday Speaker Meeting.
2. To work for the good of NA as a whole, and assist the sponsoring group, in following our Traditions and carrying the NA message.

II. GUIDELINES:

1. A representative from the proposed sponsoring meeting (group) must attend the second monthly meeting of the Santa Cruz Area Narcotics Anonymous Activities Committee two months prior to sponsoring the Birthday Speaker Meeting. Notification to the Activities Committee of the names and qualifications of the proposed speakers should be provided at this time.
2. Suggested clean time requirements for the opening speaker is at least three years clean. Suggested clean time requirements for the main speaker is at least five years clean.
3. Opening speaker should be a member of NA, and carry a clear message of NA recovery. There are no residence restrictions on opening speakers.
4. Main speaker must be a member of NA, carry a clear message of NA recovery, and reside outside the greater Santa Cruz County area.
5. Both speakers must carry the message of recovery as outlined in the "BASIC TEXT" and "IT WORKS - HOW AND WHY", speak NA language, keeping in mind that we are a distinct and separate Fellowship.
6. Should we not receive sufficient donations to cover the Birthday Speaker Meeting rent, the 7th Tradition baskets shall be passed a second time.

III. GROUP RESPONSIBILITIES:

1. It is suggested, the sponsoring group arrange to have three or four individuals to serve as greeters and ushers, who would do well to arrive approximately one-half hour before the start of the meeting.
2. The sponsoring group is responsible for starting the meeting on time, with all necessary personnel, including secretary, speakers, five readers, and a person to assist in handing out chips.
3. The sponsoring group is responsible for controlling the speaking time of the speakers. Time for the opening speaker is **15 minutes**; the main speaker about **40 minutes**, all must be done by 9:15 PM.
4. It is expected the sponsoring group will provide two or three members to help clean up the hall after the event.

**Santa Cruz Area Narcotics Anonymous
Activities Birthday Speaker Meeting
Sponsoring Meeting Request Form**

Meetings requesting to sponsor the Santa Cruz Area Birthday Speaker Meeting will read the current Birthday Speaker Meeting Sponsor Guidelines and fill out the following form.

Date Submitted: _____

Sponsoring Meeting: _____

Contact Name: _____ Phone # _____

Preferred Month: _____

Activities Use Only

Month Actually Assigned: _____

Date Speakers Approved: _____

Speakers Submitted For Activities Approval

Opening Speaker

Guidelines: Submit speaker name two months before assigned month. Opening Speaker is traditionally from Santa Cruz Area with a minimum clean time of three (3) years along with a clear N.A. message of recovery.

Name: _____ Phone # _____

Home Area: _____

Clean Date: _____

Main Speaker

Guidelines: Submit speaker name two months before assigned month. Main Speaker must be a member of NA with a minimum Five (5) years clean time along with a clear N.A. message of recovery and reside outside the greater Santa Cruz County area.

Name: _____ Phone # _____

Home Area: _____

Clean Date: _____

Alternate Speaker (Suggested, not required)

Guidelines: Same as main speaker.

Name: _____ Phone # _____

Home Area: _____

Clean Date: _____