

### **Receptions and Refreshments at Annual Meeting Policy (August 10, 2013)**

All general receptions must be planned for a minimum of 100 people. There should be at least two beverage stations and easy access to food.

SEALS should encourage and accept sponsorship by publishers and law-related groups.

At least four receptions or other networking opportunities (e.g., “call for papers” luncheon, new scholar’s luncheon, “movie night”) should be held during the week that SEALS meets, unless SEALS finances do not permit.

New Institutional Members and Affiliate Members of SEALS are expected to organize and pay for, alone or together with other new members of SEALS, a reception or other event during the Annual Meeting.

The Executive Director should endeavor, subject to availability and SEALS’s finances, to arrange for coffee at afternoon breaks and healthful breakfast choices.