

# Utah Region of NA Service Committee Meeting

## August 10, 2019

Opened at 2:20 PM  
Read 12 Concepts (Donnie)

### Roll Call:

Facilitator (vacant) – James K. acting  
Secretary (Jeremy F.) – present  
Treasurer (Brittini K.) – present  
Alt. Treasurer (vacant)  
Regional Delegate (James K.) – present  
Regional Delegate Alternate (Collyn B.) – present  
Hospitals & Institutions Chair (Sunee G.) – absent (sent report)  
Public Information Chair (vacant)  
Webmaster (Justin B.) – present  
Outreach Chair (vacant)  
URICNA – (Rusty) – present  
Campvention (Donnie) – present  
Sasquatch (Sarah) – present  
Central (Kim) – present  
Lakeside (Jerry) – absent (report sent)  
UWANA (Russel H.) – present  
High Unita (???) – absent  
Northern (Zeb W.) – present

Quorum present (4 of 6 RCMs are present).

Minutes approved (Russel motioned; Kim seconded) -- passed

### Open Forum:

Can the Facilitator also hold an executive-level position on a Region subcommittee?

- Potential conflict of interest: does the Facilitator cast a tie-breaking vote? Guidelines say no. Also, Facilitator cannot make a motion at Region.
- Possible problem: Facilitator is a signor on the Region bank account
- How much can and/or would a Facilitator steer the agenda in a particular direction?
- Straw poll from RCMs present: Kim ok with it, Zeb ok, Russel unsure

## Old Business:

- Ad hoc for non-profit status: Joey reported that he has 2 bids (third bid is from an accountant on vacation). First bid (Valentine CPA) \$500 to file for 3 years (we need 4 years). Second bid is \$1000-1500 per year for tax filing, and additional money for filing 501(C)3. Valentine accountant stated that we can file for a provisional 501(C)3 status due to our size.
- Elections:
  - Alt. Treasurer: no nominations or volunteers
  - PR Chair: no nominations or volunteers
  - Facilitator: James H. nominated and qualified himself. He was elected 4/0/0.
  - Outreach Chair: no nominations or volunteers
- Region meeting in October will be in Salt Lake at the 1700 S. Foothill Blvd. location.
- Region meeting in December will be in Northern, at 3329 Harrison Blvd. (St. Paul's Lutheran Church) in Ogden at 2:00 PM.
- Motion to approve the Region Guidelines presented last cycle. Passed 3/1/0.
- From Central: Request Region to form a committee to present a Steps by Mail presentation to the Gunnison prison and make contact with the prison and address any concerns.

## New Business:

- Ad hoc committee formed to present a Steps by Mail presentation to the Gunnison prison and make contact with the prison and address any concerns, the committee will consist of James K., Phil F., Joey B., and Jody C.
- Sarah reported that Sunee (for H&I) needs \$678.44 for literature for 9 facilities

## Admin Reports:

### Facilitator:

James K. is filling in.

### Secretary:

Jeremy F. had nothing to report.

### Hospitals and Institutions:

Sunee G. sent in the following: "i am sending the Numbers for the literature to the county jails i need to get a check for that amount so i can place the order. Sarah should be there in my place."

### Campvention:

Donnie reported that the event was a success. Joey (treasurer) reported that the event was financially success and has a check in the amount of \$190.19 for Region. Joey said that he is ready for the audit. Still need to get a checkbook from the last Chairperson (January), who is apparently not being too cooperative in getting it back. Will schedule the audit when the Region Treasurer arrives. Donnie reported that the head count for the main speaker Saturday meeting was approximately 200 people. Slightly over-purchased food and merchandise. Russel reported that there were 64 people registered, mostly at the event, about 10-15 newcomers who helped out in lieu of their fees, and approximately 4-6 registrations given out at other events.

Already been discussing and hope to vote on renting the site for next year sometime this month. Also, the storage unit has been inventoried and there is now combination lock on it.

### URICNA:

Hello everyone,

The convention planning is going smoothly. The convention dates are Nov. 8-10, 2019. We would like the areas to start announcing the event and pushing registration. Also have RCM's start announcing need for raffle items. Pre-registration will close 2 weeks before the event. It would be great if each area could facilitate 15 registrations and banquets, that would cover the cost of the banquets. As a committee we would like to ask the areas to donate these items:

Northern- sealed/ wrapped breakfast items for Saturday morning

Lakeside- basic text

Central- sealed/ wrapped snack items

UWANA- sealed/ wrapped items for Sunday breakfast

Thanks for everything,

Rusty C

### Regional Treasurer:

Brittini K. reported that the books are currently balanced to the penny. Working balance currently is \$320.69. H&I account has \$1031, PI has \$862.

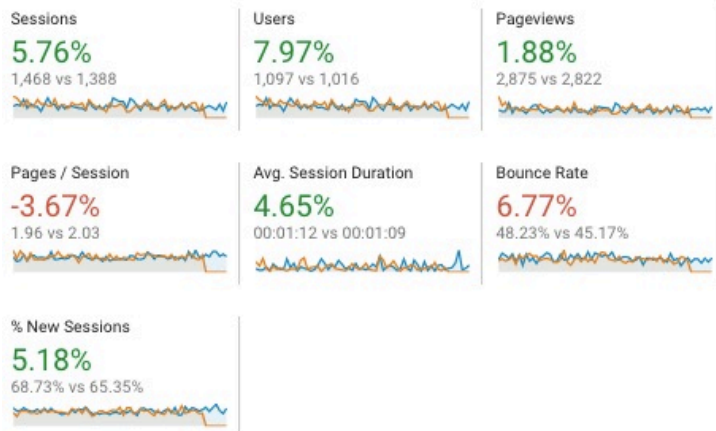
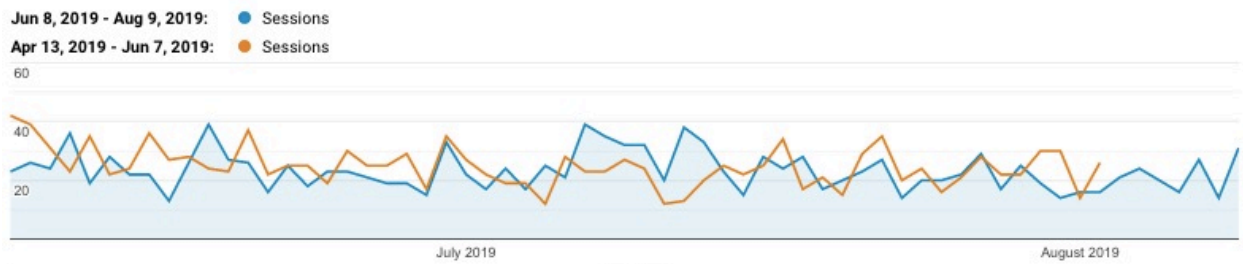
Utah Region of NA - 2018		Starting	February	April	June	August	October	December	Year-To-Date
INCOME	Northern (Ogden)		\$104.55	\$201.39	\$183.90	\$91.95			\$581.79 northern
	Lakeside Unity (Davis County)		\$56.81	\$91.35	\$74.75	\$26.57			\$249.48 lakeside
	Central (Provo)								\$0.00 central
	UWANA (Salt Lake)		\$77.60						\$77.60 uwana
	Sasquach (Park City)				\$100.00				\$100.00 sasquach
	High Uintah (Vernal)								\$0.00 high uint
	Individual member/group						\$132.12		\$132.12 indiv
	<b>Total Donations</b>		\$238.96	\$292.74	\$358.65	\$250.64	\$0.00	\$0.00	\$1,140.99 total
	Campvention Income (July)								\$0.00 camp
	URICNA Income (Nov) UT Reg Serv								\$0.00 uricna
7th tradition								\$0.00 7th trad	
<b>Total Deposit</b>		\$238.96	\$292.74	\$358.65	\$250.64	\$0.00	\$0.00	\$1,140.99 deposit	
EXPENSES	Rent for meeting (\$20/cycle)		\$20.00	\$20.00					\$40.00 rent
	H&I Literature (15% of dep)		\$35.85	\$43.92	\$53.80	\$37.60	\$0.00	\$0.00	\$171.17 H&I Lit
	PI (15% of deposit)		\$35.85	\$43.92	\$53.80	\$37.60	\$0.00	\$0.00	\$171.17 PI
	NAWS Donation (5% of dep)		\$15.34	\$14.64	\$17.94	\$12.54	\$0.00	\$0.00	\$60.46 world
	PO Box due August (\$186/year)								\$0.00 PO Box
	Storage Unit due Jan (\$94/month)*			\$574.00					\$574.00 Storage
	Corporation Fee, CPA, IRS								\$0.00 corp,CPA,IRS
	Motions								\$0.00 motions
	Website (\$68.05 June)				\$211.87				\$211.87 website
	Rocky Mountain Zonal Forum					\$870.13			\$870.13 forum
	World Conference								\$0.00 conf
	Travel - workshops								\$0.00 travel
	Reimbursements								\$0.00 reim
	Bank Fees / Interest		-\$0.22	-\$0.21	-\$0.20	-\$0.21			-\$0.84 fees
<b>Total Expenses</b>	\$0.00	\$106.82	\$696.27	\$337.21	\$957.66	\$0.00	\$0.00	\$2,097.96 exp total	
PRUD	Income	\$0.00	\$0.08	\$0.08	\$0.08	\$0.08			\$0.32 Income
	Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00 Expenses
	<b>Balance (savings)</b>	\$502.42	\$502.50	\$502.58	\$502.66	\$502.74	\$502.74	\$502.74	
H&I LIT	Additions (15% of dep)		\$35.85	\$43.92	\$53.80	\$37.60	\$0.00	\$0.00	\$171.17 lit in
	Expenses								\$0.00 lit out
	<b>Balance</b>	\$769.78	\$805.63	\$849.55	\$903.35	\$940.95	\$940.95	\$940.95	
PI	Additions (15% of dep)		\$35.85	\$43.92	\$53.80	\$37.60	\$0.00	\$0.00	
	Expenses								
	<b>Balance</b>	\$601.53	\$637.38	\$681.30	\$735.10	\$772.70	\$772.70	\$772.70	
Regional Working Balance*		\$1,104.51	\$1,236.65	\$833.12	\$854.56	\$147.54	\$147.54	\$147.54	
<b>Adjusted Balance</b>		\$2,475.82	\$2,679.66	\$2,363.97	\$2,493.01	\$1,861.19	\$0.00	\$0.00	
		VERIFIED	PENDING	ON HOLD	Income	Expenses	Difference	Bank Balance	bank says difference
PENDING and ON HOLD Items as of:						\$65.12		\$1,926.31	1926.31 \$0.00

## Regional Webmaster Report:

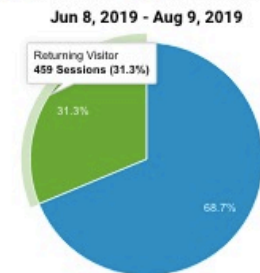
No major changes to the website other than changing up the Events page to display URICNA information on top, and Campvention on the bottom -- it would be useful to know if Campvention has a regularly scheduled committee meeting, which I could post on that page as well. Speaking of Campvention, they still owe me \$12.17 for their domain - campvention.com.

Finally, as for analytics on the website, we look to be mostly at the same levels of viewership. Users were up nearly 8% and page views were up nearly 2% from the previous cycle. See the charts below for more info.

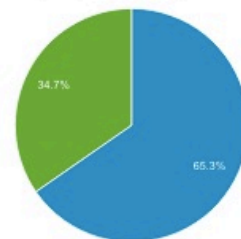
-Justin B  
Web Chair



■ New Visitor ■ Returning Visitor



**Apr 13, 2019 - Jun 7, 2019**



## RCM Reports:

### Lakeside:

Hi my name is Jerry I am an addict

We changed our PR and H&I meeting to the first of the month at 345 pm and our area meeting at 445 pm

We have position open for literature, chair and more check our website for more information

Lakeside presents movie in the park it will be at Andy park in Layton at 7pm the name of the movie is the goonies snacks will be provided. Asking 5 dollar donation, address is on our website.

I went to the Rocky Mountain Zonal Forum.

It was fun and I learned a lot.

The October meeting we will have at foothills, I could not get any thing going for Layton.

Thank you for letting me be of service,

Jerry y

### Sasquatch:

Sunee sent in the following: "we are alive and well and going through some changes, but such is life. Sarah will be there in my place to carry the conscience for our area concerning all votes."

### UWANA:

Russell reported that things are going well. UWACNA V is coming up September 21<sup>st</sup> 10:00 AM to 10:30 PM. New Men's meeting that is not participating in Area, but is listed on the schedule.

### Central:

Kim reported that there is a new Women's meeting on Wednesdays 7:00-8:00 PM. Otherwise they are doing great.

Northern:

Jessie reported that Freedom Fest is going on this weekend in Ogden. New meeting Tuesdays and Wednesdays at noon in Logan.

Closed: 5:15 PM

## RD Report August 2019

- Rocky Mountain Zonal Forum was held July 26, 27 2019 at the Salt Lake Airport DoubleTree. There was excellent attendance and lots of good information. We had 100% participation from the six (6) Regions within our Zone. Only the RD from Upper Midwest Region, was not able to attend in person. We did set up a zoom meeting and she called in and participated Friday during the Regional Reports.
  - There were 11 RD/AD team members, and one WSO employee in attendance over the weekend.
  - Saturday, we had 12 members from the local fellowship in attendance for the two IDT presentations.
  - Lots of discussion around combining CAR/CAT initial presentations with other Zones to minimize planning and travel efforts. We (RMZF) have been invited to attend the Western States Zonal Forum in January in Vegas for the CAR and CAT presentations. Unfortunately, this timing does not work for several of our Regions per their guidelines for presenting and collecting votes on the CAR.
  - Budget for hosting the RMZF was \$1200.
    - Room rental and snacks Check directly to Hotel \$870.13
    - Lunch purchased for RD teams on Saturday: \$127.41 (James K reimburse)
    - Presentation supplies Office Depot: \$75.05 (James K reimburse)
    - Total spent \$1072.59
    - Funds collected at event: \$102 in cash
    - Not additional funding support from the other regions.
- We will still have a CAR presentation the first week of December for the CAR presentation within our Zone as usual. The disadvantage here is that we will not have a presentation from NAWS/WB on the CAT at this Zonal meeting.
  - Travel to the December Zonal forum for Collyn and I will be about \$600 to drive and cover reimbursement for fuel, food, and shared hotel room.
  - Western States Zonal Forum meeting. Las Vegas January 25-26, 2020. Presentations of CAR and CAT will take place. If the Region is interested in having us attend, this would also be about \$600 for both of us to attend.
  - We suggest participating in one event, not both.
- Special 'Thank you' to UWANA for hosting the Sunday hike. It was hot and fun, there were about 10 of us who hiked to the Living Room, then went to Red Iguana for lunch.
- August Conference Participant Webinar was held today. There are proposed changes to the FIPT and Bulletin #1 that came from the Work Group created at WSC2018. There are proposed changes to the operational procedures and suggested changes to the types and editions of literature that can be reproduced by groups. Proposed changes can not be implemented until the WSC 2022 cycle at the earliest. I will email the proposed changes to the secretary for distribution and review.

End of Report

In loving service

James K

(801) 637-5478



# FIPT Operational Rules Workgroup Report to Conference Participants August 2019

## Background

The *FIPT* Operational Rules and Bulletins workgroup was on a list of virtual workgroups verbally agreed to at the 2018 World Service Conference. The last WSC had several sessions devoted to the *FIPT*. Prior to the WSC, there was a request to inspect the property of the *FIPT*, which has subsequently taken place. The request highlighted the need to review and update sections of the *FIPT's* operational rules and use bulletins. This is work the Board has known needed to be done, but hasn't been prioritized until now.

The workgroup has been a productive and collaborative. They have met virtually many times to advance this work. Many of the workgroup members have never met each other in-person, but all have found a way to work together, stay informed, and provide thoughtful feedback. We are pleased to report that the World Board (WB) accepted all of the recommendations from the workgroup, after discussions at several Board meetings. The WB had some edits to the documents but nothing substantial. We want to thank all of the workgroup members for their time and attention to this work since WSC 2018.

The workgroup is led by Junior as the point person. The remaining members of the group, as reported earlier this cycle, are:

Art A	RD Southern Ca
Troy B	RD CT
Sharon S	RD Lone Star
Kelly S	RD Alabama
Mitchell S	RDA Greater NY
Jim B	RDA Volunteer
Mario T	Australia

This report outlines all of the proposed changes to the *FIPT* Operational Rules and to Intellectual Property Bulletin #1 – commonly called the Use Policy, as well as our ideas for future changes to the *FIPT* itself. Along with this report we are sending copies of both the Operational Rules and the bulletin showing all of the changes that we are proposing. Our hope is to gather your ideas on the August CP webinar and before our October WB meeting before we frame motions and finalize materials for the 2020 *Conference Agenda Report* which will be published at the end of November 2019.

The *FIPT* and all of the bulletins and related documents are posted at [www.na.org/fipt](http://www.na.org/fipt)

# FIPT Operational Rules Workgroup Report to Conference Participants August 2019

## Information Given to Workgroup

The World Board provided the workgroup with the following information to begin their work:

### *The polling and decisions from WSC 2018 were:*

Do you agree that a change is needed in the future to Article III of the Operational Rules? (this has no effect on the current inspection request)

**Straw poll: 93-15-4-2 consensus support**

Acting as the trustor, the delegates present at WSC 2018 are suspending Article 5, Section 3 of the FIPT Operational Rules, while we make a decision about the future. This suspension would expire at the close of WSC 2020.

**Initial straw poll: 85-23-0-3 strong support**

**Final vote/decision: 89-22-0-2 consensus support**

The WB presented the following proposed change to the operational rules at WSC 2018, but no request was made to the WSC to make a decision on this.

## SECTION 3: INSPECTION OF TRUSTEE ACTIVITIES

### Conditions of inspection

~~Any regional service committee or equivalent service body~~ The World Service Conference may inspect the records and operations of the Trust on behalf of the Beneficiary, ~~providing the following conditions are met~~ if it so chooses. The details of such an inspection would be decided by the WSC.

### *Explanation of the scope of the workgroup's role and task:*

The Board explained to participants at WSC 2018 that a virtual workgroup would be created to review the *FIPT* Operational Rules and Bulletins, using the WSC 2018 actions and discussions as a guide. The workgroup will make recommendations to the World Board about potential changes to any of these documents. The WB will need to decide what to present in the 2020 *CAR*, based on the workgroup's recommendations but not bound by them. The Board has the responsibility to make their own recommendation and will need to keep ongoing communication with participants.

The workgroup will need to meet and draft recommendations early enough in the cycle to allow the WB to adequately discuss the workgroup recommendations and engage Conference participants in a discussion well ahead of the 2020 *CAR* deadline.

## Operational Rules

As a reminder, the Operational Rules describe the way the *FIPT* is to be administered. Section 2 of the Operational Rules explains their purpose. This is a summary of the changes we are recommending that are all noted in the document that we are sending along with this report.

## **FIPT Operational Rules Workgroup Report to Conference Participants August 2019**

The workgroup began its work focused on the inspection clause in Article V Section 3 of the *FIPT* Operational Rules. They had relatively long, involved, and very spirited conversations. Early discussions were framed around the change the board proposed at WSC 2018 and built on that. The workgroup tried to consider the audience and to provide enough information in this section that a member would understand how to work within the system. Much of the language in the first two paragraphs of the proposed revisions is taken directly from other sections of the trust and rules.

The easiest way to show the recommendations that we are making to you is in a revised track change version of the FIPT that accompanies this report. The title of this document is Proposed Changes to the FIPT Op Rules 0819. The changes for the inspection clause are shown on pages 16 and 17 of that document.

The new language that we are recommending to you for the inspection clause is:

### **SECTION 3: INSPECTION OF TRUSTEE ACTIVITIES**

The Fellowship of Narcotics Anonymous, as given voice by its groups through their regional delegates at the World Service Conference, is the Settlor and the Trustor of the Trust. The Fellowship of Narcotics Anonymous as a whole is the Beneficiary of the Trust. Only the Trustor can request and conduct an inspection of Trustee activities on behalf of the Trust Beneficiary. With the exception of any items excluded by law, there are no limitations on what the Trustor can inspect.

Under Article IV, Section 12 of the Operational Rules, and in accordance with California law, Narcotics Anonymous World Services, as Trustee, is required to, among other things: (1) give a year-end financial report of the previous fiscal year; (2) cause an audit to be performed by an independent certified public accountant of the Trust for the previous fiscal year; and (3) deliver a copy of both the financial reports and independent audit to all participants of the World Service Conference.

If, after a review of the financial reports and independent audit, a member or service body has questions or concerns, they can contact the World Board. If questions or concerns still remain, after contacting the World Board, they would then be discussed through the established Narcotics Anonymous service structure. This discussion would be initiated by any region, through its regional delegate, submitting a request by motion to the Trustor, at the World Service Conference, through the Conference Agenda Report.

We have proposed other changes to the Operational Rules in the draft document provided to you.

The changes we are recommending now, in addition to the inspection clause, include:

- A change to the description of WSC Boards and Committees on page 11 of the Operational Rules

## **FIPT Operational Rules Workgroup Report to Conference Participants August 2019**

- Two edits to Section 12: Trustee Reporting Obligation on page 31 to change calendar year to fiscal year and to add independent to the description of the annual audit.
- Some “housekeeping” edits:
  - Changing representatives to delegates on page 24 of the readers notes
  - A straight copyedit by adding the word “the” on the same page and other edits on pages 15 and 31
  - A change to the way the inspection clause is described on page 37 of the readers’ notes

We would have gone further in our recommendations, but we believe that it is important that the Rules and the *FIPT* be consistent, and any changes to the *FIPT* require a much different process. We cover proposed changes to the *FIPT* later in this report.

### **Use Policy – FIPT Bulletin #1**

FIPT Bulletin #1, the Use Policy, explains “the NA Fellowship’s policy on the reproduction and use of copyrighted NA fellowship-approved recovery literature and the use of registered NA trademarks and service marks by NA groups, service boards, and committees.” The Use Policy is so drastically rewritten and shuffled that a track change version is very difficult to follow. We are providing a clean version and a track change version along with this report, and we will try to summarize the changes here.

The major proposed changes are:

1. Changing the reproduction of recovery literature allowed by groups by adding *current*, removing book length pieces, and clarifying that this does not include any permission for electronic or on line formats.
2. Rewriting the introduction and moving the section on copyright ahead of trademarks.
3. Using the term *policy* throughout the document, rather than a mix of *policy* and *guidelines*.

The World Board is only authorized to publish currently approved recovery literature. That would then mean that these are the only versions we can give someone else permission to reproduce. The Use Policy has never made that clear. Also, with discussions at previous WSC’s, we have not given permission for anyone to post NA fellowship approved recovery literature online. We do post IPs and booklets, in a variety of languages, on [www.na.org](http://www.na.org) so that fellowship websites can directly link to this material. We do not post book length pieces of recovery literature online. Those clarifications, and removing the group’s right to reproduce book length pieces are the largest proposed changes. Much of the explanatory text has been updated to reflect more current language, for example *service bodies* instead of *committees*.

## **FIPT Operational Rules Workgroup Report to Conference Participants August 2019**

We are committed to ensuring that the NA message is readily available at NA meetings. If a group is financially challenged, and wants to reproduce a book length piece of fellowship approved recovery literature, we encourage them to contact NAWS to work out a solution. We do not believe that the current broad approval for groups to reproduce book-length pieces protects the Fellowship's material or provides the outcomes for NA as a whole that the original intent was based on.

### **Proposed future changes to the FIPT:**

Changes to the trust itself require a very specific process that must begin at the WSC. All of the previous changes we have discussed in this report are to the Operational Rules or the Use Policy, which only require notice in the *Conference Agenda Report* and a decision by regional delegates present at the WSC.

The *FIPT* outlines the process to make changes to the trust itself:

#### **SECTION 2: REVISION OF TRUST INSTRUMENT**

Provisions of the Trust Instrument may be changed only under the following conditions:

1. Any motion to review proposed revisions to the Trust Instrument must receive the approval of a majority of regional delegates at the World Service Conference.
2. After such review is approved, proposed revisions will be open for a six-month review and input period, after which the proposed revisions will be presented in the *Conference Agenda Report* for adoption.
3. A motion to adopt any proposed revisions to the Trust Instrument will require a vote of "yes" from two-thirds of those regional delegates recorded as present in the World Service Conference roll call immediately prior to the vote.

The trust will need to be changed to accommodate the recent Conference decision to make zonal delegates voting participants of the WSC. The current *FIPT* calls out only regional delegates for decision making. Since this change is already needed, we will continue to discuss other possible changes to the *FIPT* itself before presenting a motion in the 2020 *CAR*.

The process of changing the *FIPT* could not be completed until following WSC 2022 at the earliest. In the meantime, approval of literature and/or changes to the Operational Rules will require a record of only regional delegates for decisions of this type.

We look forward to discussing all of these issues with you at the upcoming Conference participant web meeting scheduled for 10 August.

## **Internal Use of NA Intellectual Property**

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### **The NA Fellowship’s policy on the reproduction and use of copyrighted NA fellowship-approved recovery literature and the use of registered NA trademarks and service marks by NA groups, service boards, and committees.**

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The Fellowship Intellectual Property Trust (FIPT) describes in detail how NA’s name, trademarks, and recovery literature are protected and administered by Narcotics Anonymous World Services, Inc. (NAWS) At the request of the Fellowship as given voice by its groups through their regional delegates at the World Service Conference, and for the benefit of the Fellowship as a whole (who is the Beneficiary of this Trust), NAWS is the sole publisher and distributor of all NA recovery literature and is directly accountable to the WSC. Additional policies, contained in this and the other Intellectual Property Bulletins, for the use of NA’s intellectual properties by the Fellowship are presented as an adjunct to the FIPT. These policies are based partly on legal considerations and partly on the nature of NA. By following these simple steps, the Fellowship helps ensure that NA’s name, trademarks, and recovery literature will always be available to fulfill our primary purpose.

### **Our fiduciary duty**

NA World Services has been entrusted with the responsibility to obtain and maintain copyright and trademark protection for NA’s name, trademarks, and recovery literature on behalf of the Fellowship. Because no one person, or group of people owns Fellowship-approved literature, copyright ownership is registered in the name of NA World Services. This ensures, among other things, that the Fellowship’s message as presented in our books and pamphlets is not tampered with, used, or sold by others. This is first and foremost about the integrity of the NA message and the need to protect NA’s property so that NA can continue to own its own material. NAWS has been delegated the responsibility to ensure that Narcotics Anonymous literature contains text agreed upon by the Fellowship of Narcotics Anonymous. Protecting our copyrights is an essential way to guarantee the conceptual fidelity of NA literature and to safeguard the property of the NA Fellowship.

In order to maintain that copyright ownership, NA recovery material can only be reproduced with permission of NAWS as the copyright holder. All recovery material has a Fellowship –Approved logo described later in this document. This bulletin attempts to outline that permission within Narcotics Anonymous. You can find additional information about these efforts at [www.na.org/fipt](http://www.na.org/fipt).

### **Making our Message Available**

NA World Services goes to great lengths to ensure access to the NA Message. Fellowship-approved recovery pamphlets, meeting readings, and booklets are posted on [www.na.org](http://www.na.org) in over fifty languages. Fellowship websites that wish to provide access to this material should include a link to these pieces, rather than posting this material themselves. NAWS does not currently post book-length pieces of NA literature online because of our previous experience with the widespread proliferation of PDF versions. Our inability to control this widespread distribution could weaken the Fellowship’s ability to protect its copyrighted material. We fulfill this need by distributing thousands of books to addicts in need each year.

Most of World Services’ income comes from proceeds on the sales of literature, and we currently give away or subsidize more than a half million dollars’ worth of literature each year. The money members do or don’t spend on literature affects our ability to respond to requests for literature from addicts across the globe. We are not a normal business; we are a spiritual Fellowship that has to manage a business. But in order to fulfill our mission—to work toward a future where “every addict in the world has a chance to experience the message in his or her own language and culture”—we need to remain financially stable and to protect the property of Narcotics Anonymous.

## POLICY FOR USE & REPRODUCTION OF NA RECOVERY LITERATURE BY GROUPS AND SERVICE BODIES

### Use by individual NA members or others

Policies, in this or other Intellectual Property Bulletins, do not grant individual NA members or those outside NA permission to use NA trademarks or intellectual property. Individual NA members or others who wish to use NA's trademarks or copyrighted recovery literature should write directly to NA World Services.

### Use by NA groups

As a general rule, no one has the authority to reproduce NA Fellowship-approved recovery literature without prior written permission from Narcotics Anonymous World Services. However, given the nature of our Fellowship, our experience indicates that NA groups *and only NA groups* should have the authority to reproduce current Fellowship-approved recovery literature with the limitations described here. This permission applies to all current pamphlets and booklets but excludes all Fellowship-approved book length pieces. A description of the NA group—its nature, function, and role in the NA Fellowship—can be found in the Group Booklet. When considering the need to reproduce NA Fellowship-approved recovery literature, NA groups should consider the spiritual principles of responsibility, unity, and autonomy as referenced in our Fourth Tradition and follow all of these general policies:

1. An NA group can only reproduce current booklets and pamphlets of NA Fellowship-approved recovery literature when it has a clear *need* to do so.
2. NA Fellowship-approved recovery literature reproduced by an NA group can only be distributed within that group and never distributed online or in an electronic format. Such materials should always be given away free of charge; they cannot be sold to generate income.
3. The text of NA Fellowship-approved booklets and pamphlets reproduced by an NA group cannot be altered or modified in any way.
4. The copyright for the item being reproduced should be shown prominently as follows: "Copyright © [year of first publication], Narcotics Anonymous World Services, Inc. Reprinted by permission. All rights reserved."

### Use by registered NA service bodies

NA service bodies that are registered with NA World Services may quote or reproduce portions of NA Fellowship-approved recovery literature, up to 25% of the original piece. In the case of NA books, registered NA service bodies may reproduce or quote up to 25% of a single chapter; daily meditation entries are considered a chapter. If you have questions or want approval to exceed these limits, please contact NA World Services.

For locally developed resources, we ask that the piece clearly state what it is and what service body approved it. In order to avoid confusion, the formatting should not resemble NA recovery literature. Translations of NA recovery literature often involve local reproduction during the local approval process. Approvals of this type can be obtained by contacting NA World Services. Any use of NA's name, trademarks, or recovery literature that is not specifically covered here is reserved to NAWWS, Inc.

NA service bodies that are registered with NA World Services that wish to quote or reproduce portions of NA Fellowship-approved recovery literature should always include the proper notation or credit identifying the origin of the quote or portion.

## POLICY FOR USE OF NA TRADEMARKS BY GROUPS AND SERVICE BODIES

### Use by individual NA members or others

Policies, in this or other Intellectual Property Bulletins, do not grant individual NA members or those outside NA permission to use NA trademarks or intellectual property. Individual NA members or others who wish to use NA's trademarks or copyrighted recovery literature should write directly to NA World Services.

### Use by NA groups and service bodies

The policies below outline how NA groups and service bodies (registered with NA World Services) may use NA's trademarks.

Some of the NA Fellowship's registered trademarks are: the name "Narcotics Anonymous," the stylized NA initials, the diamond in a circle, the original NA group logo, and the PR "stamp" logo, all shown below:



Narcotics  
Anonymous®



### Policies for Use

Use of Narcotics Anonymous trademarks should always reflect the seriousness of our primary purpose and our spiritual foundation of anonymity. The Narcotics Anonymous name or trademarks should not be used by an NA group or service body in any way that would imply affiliation, legal liability, or financial responsibility by or to another part of the Fellowship, service structure, or outside enterprise. That means that we should not use the Fellowship's trademarks, name, or logos:

- in any way that would serve to endorse, finance, promote, or affiliate the NA Fellowship with any outside enterprise;
- in conjunction with any law enforcement, political, medical, or religious slogans, themes, or other related materials;
- in a manner as to possibly offend or disrespect the sensibilities of other organizations, groups, or NA as a whole; or
- in any manner that could draw us into public controversy.

### “NA Fellowship Approved” trademark

The “NA Fellowship Approved” trademark is used to indicate that a piece of recovery literature has been approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional delegates at the World Service Conference. Literature with this trademark is typically the only type of literature read in NA meetings. The “NA Fellowship Approved” trademark is only used by NA World Services and may not be used on any other materials.



### Marking trademarks

The capital letter “R” ® should be placed inside a small circle to the right of all registered NA trademarks every time any of them are used, whenever possible. By doing so, we are showing that these logos are legally owned or registered trademarks. This is one way in which we help preserve the Fellowship's legal right to ownership of its trademarks.

### Protecting artwork

Whenever an NA group or service body has an artist create original artwork, drawings, designs, or screens using any NA trademark, the NA body should always be sure the artist signs a document releasing to the NA body his or her rights to the artwork, including the original rendering. By doing so, we ensure that neither the NA logos nor any artwork that has been created for the benefit of the Fellowship can later be used to benefit a private individual or an outside business enterprise.

*NA Intellectual Property Bulletin #1 was approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional service representatives at the World Service Conference on 27 April 1993, applicable as of 1 May 1993. It was amended at the World Service Conference in 1997 and 1998. This bulletin supercedes all previous Bulletins and policies pertaining to the use of copyrighted literature and registered trademarks and service marks by NA groups, service boards, and committees.*

*This is the document identified by name in the Fellowship Intellectual Property Trust Operating Rules, Article V, Section 1. It was approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional service representatives at the World Service Conference as Trustor of the Fellowship IP Trust on 27 April 1993, and revised by the regional delegates at the World Service Conference on 30 April 1997, and 27 April 1998. It may be changed only by the Trustor.*

**To register, or for more information, contact the NA World Services,  
PO Box 9999, Van Nuys, CA 91409 USA, Tel: (818) 773-9999, Website: [www.na.org](http://www.na.org).**



## Internal Use of NA Intellectual Property

~~A statement of the~~**The** NA Fellowship's policy on the ~~reprinting~~**reproduction and use** of copyrighted NA ~~fellowship-~~**approved** recovery literature and the use of registered NA trademarks and service marks by NA groups, service boards, and committees.

—The Fellowship Intellectual Property Trust (FIPT) describes in detail how NA's name, trademarks, and recovery literature are protected and administered by Narcotics Anonymous World Services, Inc. (NAWS). ~~It covers NA's name, trademarks and recovery literature in all forms, including translations, and all mediums, whether printed, electronic and any other media that may be developed in the future. Additional guidelines (NAWS) At the request of the Fellowship as given voice by its groups through their regional delegates at the World Service Conference, and for the benefit of the Fellowship as a whole (who is the Beneficiary of this Trust), NAWS is the sole publisher and distributor of all NA recovery literature and is directly accountable to the WSC. Additional policies,~~ contained in this and the other Intellectual Property Bulletins, for the use of NA's intellectual properties by the ~~fellowship~~**Fellowship** are presented as an adjunct to the FIPT. ~~The guidelines~~**These policies** are based partly on legal considerations and partly on the nature of NA. By following these simple steps, the ~~fellowship will help~~**Fellowship helps** ensure that NA's name, trademarks, and recovery literature will always be available to fulfill our primary purpose.

—~~All matters not specifically addressed by the Intellectual Property Bulletins will be considered under the conditions of the Fellowship Intellectual Property Trust. Any questions or concerns about the Bulletins should be directed to NA's World Service Office.~~

—~~This Bulletin reflects the policy affecting the use of NA intellectual property within the NA Fellowship. Use of the fellowships trademarks and recovery literature is a commitment to comply with these Guidelines. Usage inconsistent with the Guidelines is improper. Usage disputes are dealt with in Intellectual Property Bulletin #5.~~

### **Use by NA groups**

~~These Guidelines outline the appropriate uses of NA logos and recovery literature by NA groups. The Guidelines also lay out criteria a group can use to avoid improper use. A description of the NA group – its nature, function, and role in the NA Fellowship – can be found in current NA service manuals. You are encouraged to review those sections describing groups prior to attempting use of the Guidelines described below.~~

### **Use by NA service boards and committees**

~~Service boards and committees created directly or indirectly by NA groups may use NA logos and recovery literature in the ways described in these Guidelines so long as they register with NA World Services.~~

### **Our fiduciary duty**

~~NA World Services has been entrusted with the responsibility to obtain and maintain copyright and trademark protection for NA's name, trademarks, and recovery literature on behalf of the Fellowship. Because no one person, or group of people owns Fellowship-approved literature, copyright ownership is registered in the name of NA World Services. This ensures, among other things, that the Fellowship's message as presented in our books and pamphlets is not tampered with, used, or sold by others. This is first and foremost about the integrity of the NA message and the need to protect NA's property so that NA can continue to own its own material. NAWS has been delegated the responsibility to ensure that Narcotics Anonymous literature contains text agreed upon by the Fellowship of Narcotics Anonymous. Protecting our copyrights is an essential way to guarantee the conceptual fidelity of NA literature and to safeguard the property of the NA Fellowship.~~

~~In order to maintain that copyright ownership, NA recovery material can only be reproduced with permission of NAWS as the copyright holder. All recovery material has a Fellowship –Approved logo described later in this document. This bulletin attempts to outline that permission within Narcotics Anonymous. You can find additional information about these efforts at [www.na.org/fipt](http://www.na.org/fipt).~~

## Making our Message Available

NA World Services goes to great lengths to ensure access to the NA Message. Fellowship-approved recovery pamphlets, meeting readings, and booklets are posted on [www.na.org](http://www.na.org) in over fifty languages. Fellowship websites that wish to provide access to this material should include a link to these pieces, rather than posting this material themselves. NAWS does not currently post book-length pieces of NA literature online because of our previous experience with the widespread proliferation of PDF versions. Our inability to control this widespread distribution could weaken the Fellowship's ability to protect its copyrighted material. We fulfill this need by distributing thousands of books to addicts in need each year.

Most of World Services' income comes from proceeds on the sales of literature, and we currently give away or subsidize more than a half million dollars' worth of literature each year. The money members do or don't spend on literature affects our ability to respond to requests for literature from addicts across the globe. We are not a normal business; we are a spiritual Fellowship that has to manage a business. But in order to fulfill our mission—to work toward a future where “every addict in the world has a chance to experience the message in his or her own language and culture”—we need to remain financially stable and to protect the property of Narcotics Anonymous.

### POLICY FOR USE & REPRODUCTION OF NA RECOVERY LITERATURE BY GROUPS AND SERVICE BODIES

#### Use by individual NA members or others

Guidelines Policies, in this or other Intellectual Property Bulletins, do not grant individual NA members or those outside NA permission to use NA trademarks or intellectual property. Individual NA members or others who wish to use NA's trademarks or copyrighted recovery literature should write directly to NA World Services.

#### GUIDELINES FOR USE OF NA TRADEMARKS

Some of the NA Fellowship's registered trademarks are: the name “Narcotics Anonymous,” the stylized NA initials, the diamond in a circle, and the original NA group logo, all shown below:



#### Guidelines for Use

~~Use of Narcotics Anonymous trademarks should always reflect the seriousness of our primary purpose and our spiritual foundation of anonymity. The Narcotics Anonymous name or trademarks should not be used by an NA group, service board or committee in any way that would imply legal liability or financial responsibility by or to another part of the fellowship, service structure, or outside enterprise.~~

~~—Narcotics Anonymous trademarks should not be used in any way that would serve to endorse, finance, promote, or affiliate the NA Fellowship with any outside enterprise.~~

~~—Narcotics Anonymous trademarks should not be used in conjunction with any law enforcement, political, medical, or religious slogans, themes, or other related materials.~~

~~—Narcotics Anonymous trademarks should not be used or displayed in such a manner as to possibly offend or disrespect the sensibilities of other organizations, groups or NA as a whole.~~

~~—Narcotics Anonymous trademarks should not be used in any manner that could draw us into public controversy.~~

~~—Narcotics Anonymous trademarks should not be used on locally developed recovery literature.~~

#### “NA Fellowship Approved” trademark

~~The “NA Fellowship Approved” trademark is used to indicate that a piece of recovery literature has been approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional delegates at the World Service Conference. The “NA Fellowship Approved” trademark may not be used on any other materials.~~



### **Marking trademarks**

Either the capital letter "R" or a "TM" should be placed inside a small circle to the right of all NA trademarks every time any of them are used. ~~By doing so, we are showing that these logos are legally owned or registered trademarks. This is one way in which we help preserve the fellowship's legal right to ownership of its trademarks.~~

### **Protecting artwork**

~~Whenever an NA group, service board, or committee has an artist create original artwork, drawings, designs, or screens using any NA trademark, the NA body should always be sure the artist signs a document releasing to the NA body his or her rights to the artwork, including the original rendering. By doing so, we ensure that neither the NA logos nor any artwork that has been created for the benefit of the fellowship can later be used to benefit a private individual or an outside business enterprise.~~

## **GUIDELINES FOR REPRODUCTION OF NA RECOVERY LITERATURE**

~~NA World Services acts as the publisher of all NA Fellowship approved recovery literature. As such, it has been entrusted with the responsibility to obtain copyright protection for these items on behalf of the fellowship. This ensures that the fellowship's message as presented in our books and pamphlets is not tampered with.~~

~~—Narcotics Anonymous World Services is largely dependent on the income generated from the sale of NA recovery literature. This income is used to cover the costs of publishing as well as the expenses associated with other services provided to the World Service Conference and the NA Fellowship at large. A large part of NA World Service's income comes from NA groups who purchase recovery literature to distribute at their meetings. Many groups consider their purchase of NA Fellowship approved recovery literature as one way in which they contribute to the unity and growth of NA as a whole.~~

### Use by NA groups

As a general rule, no one has the authority to reproduce NA Fellowship-approved recovery literature without prior written permission from Narcotics Anonymous World Services. However, given the nature of our ~~fellowship~~Fellowship, our experience indicates that NA groups ~~and only NA groups~~ should have the authority to reproduce ~~fellowship-approved recovery literature~~current Fellowship-approved recovery literature with the limitations described here. This permission applies to all current pamphlets and booklets but ~~excludes all Fellowship-approved book length pieces~~. A description of the NA group—its nature, function, and role in ~~certain instances: the NA Fellowship—~~can be found in the Group Booklet. When ~~preparing~~considering the need to reproduce NA Fellowship-approved recovery literature, NA groups should ~~discuss the~~consider the spiritual principles of responsibility, unity, and autonomy as referenced in our Fourth Tradition and follow all of these general ~~guidelines~~policies:

1. An NA group ~~should~~can only reproduce current booklets and pamphlets of NA Fellowship-approved recovery literature when it has a clear need to do so.
2. NA Fellowship-approved recovery literature reproduced by an NA group ~~should~~can only be distributed ~~only~~ within that group; ~~and never distributed online or in an electronic format~~. Such materials should always be given away free of charge; they ~~should never~~cannot be sold to generate income.
3. The text of NA Fellowship-approved ~~books~~booklets and pamphlets reproduced by an NA group ~~should not~~cannot be altered or modified in any way.
4. The copyright for the item being reproduced should be shown prominently as follows: “Copyright © [year of first publication], Narcotics Anonymous World Services, Inc. Reprinted by permission. All rights reserved.”

### Use by registered NA service boards and committees**bodies**

~~Registered NA service boards and committees who wish to quote or reprint portions of NA Fellowship-~~NA service bodies that are registered with NA World Services may quote or reproduce portions of NA Fellowship-approved recovery literature, up to 25% of the original piece. In the case of NA books, registered NA service bodies may reproduce or quote up to 25% of a single chapter; daily meditation entries are considered a chapter. If you have questions or want approval to exceed these limits, please contact NA World Services.

~~For locally developed resources, we ask that the piece clearly state what it is and what service body approved it. In order to avoid confusion, the formatting should not resemble NA recovery literature. Translations of NA recovery literature often involve local reproduction during the local approval process. Approvals of this type can be obtained by contacting NA World Services. Any use of NA’s name, trademarks, or recovery literature that is not specifically covered here is reserved to NAWS, Inc.~~

~~NA service bodies that are registered with NA World Services that wish to quote or reproduce portions of NA Fellowship-~~approved recovery literature should always include the proper notation or credit identifying the origin of the quote or ~~reprinted portion they wish to use~~. Generally speaking, the length of a reprint or quote should not exceed 25% of the original piece. In the case of NA books, reprints or quotes should not exceed 25% of a single chapter or section. In the case of an article from *The NA Way Magazine*, the entire piece may be used if the source is fully cited~~portion~~.

~~ANY USE POLICY FOR USE OF NA’S NAME, TRADEMARKS OR RECOVERY LITERATURE THAT IS NOT SPECIFICALLY COVERED IS RESERVED TO NAWS, INC. THE USE COVERED~~NA TRADEMARKS BY GROUPS AND SERVICE BODIES

### Use by individual NA members or others

~~Policies, in the this or other Intellectual Property Bulletins ~~does not create any other right or claim by the user, do not grant individual NA members or those outside NA permission to use NA trademarks or intellectual property. Individual NA members or others who wish to any use NA’s trademarks or copyrighted recovery literature should write directly to NA World Services.~~~~

### Use by NA groups and service bodies

~~The policies below outline how NA groups and service bodies (registered with NA World Services) may use NA’s trademarks.~~

~~Some of the NA Fellowship’s registered trademarks are: the name “Narcotics Anonymous,” the stylized NA initials, the diamond in a circle, the original NA group logo, and the PR “stamp” logo, all shown below:~~



Narcotics  
Anonymous®



### Policies for Use

Use of Narcotics Anonymous trademarks should always reflect the seriousness of our primary purpose and our spiritual foundation of anonymity. ~~fellowships marks under~~ The Narcotics Anonymous name or trademarks should not be used by an NA group or service body in any way that would imply affiliation, legal liability, or financial responsibility by or to another part of the Fellowship, service structure, or outside enterprise. That means that we should not use the Fellowship's trademarks, name, or logos:

- in any way that would serve to endorse, finance, promote, or affiliate the NA Fellowship with any theory of outside enterprise;
- in conjunction with any law, fact, or equity enforcement, political, medical, or religious slogans, themes, or other related materials;
- in a manner as to possibly offend or disrespect the sensibilities of other organizations, groups, or NA as a whole; or
- in any manner that could draw us into public controversy.

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### “NA Fellowship Approved” trademark

The “NA Fellowship Approved” trademark is used to indicate that a piece of recovery literature has been approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional delegates at the World Service Conference. Literature with this trademark is typically the only type of literature read in NA meetings. The “NA Fellowship Approved” trademark is only used by NA World Services and may not be used on any other materials.



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### Marking trademarks

The capital letter “R” ® should be placed inside a small circle to the right of all registered NA trademarks every time any of them are used, whenever possible. By doing so, we are showing that these logos are legally owned or registered trademarks. This is one way in which we help preserve the Fellowship's legal right to ownership of its trademarks.

### Protecting artwork

Whenever an NA group or service body has an artist create original artwork, drawings, designs, or screens using any NA trademark, the NA body should always be sure the artist signs a document releasing to the NA body his or her rights to the artwork, including the original rendering. By doing so, we ensure that neither the NA logos nor any artwork that has been created for the benefit of the Fellowship can later be used to benefit a private individual or an outside business enterprise.

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*NA Intellectual Property Bulletin #1 was approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional service representatives at the World Service Conference on 27 April 1993, applicable as of 1 May 1993. It was amended at the World Service Conference in 1997 and 1998. This bulletin supercedes all previous Bulletins and policies pertaining to the use of copyrighted literature and registered trademarks and service marks by NA groups, service boards, and committees.*

*This is the document identified by name in the Fellowship Intellectual Property Trust Operating Rules, Article V, Section 1. It was approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional service representatives at the World Service Conference as Trustor of the Fellowship IP Trust on 27 April 1993, and revised by the regional delegates at the World Service Conference on 30 April 1997, and 27 April 1998. It may be changed only by the Trustor.*

**To register, or for more information, contact the NA World Services,  
PO Box 9999, Van Nuys, CA 91409 USA, Tel: (818) 773-9999, Website: [www.na.org](http://www.na.org).**



Jeremy Flinders <jeremy@3times3.net>

## Fwd: Receipt from Caputo's

James Krstich <jkrstich@gmail.com>  
To: jeremy@3times3.net, Brittini Krstich <brittnimm888@hotmail.com>

Sat, Aug 10, 2019 at 1:23 PM

Here is one of my receipts mentioned in my report.

James Krstich  
(801) 637-5478

Begin forwarded message:

**From:** REVEL <noreply@revelsystems.com>  
**Date:** July 27, 2019 at 9:35:04 AM MDT  
**To:** jkrstich@gmail.com  
**Subject:** Receipt from Caputo's



## Caputo's Downtown

Total \$127.41

1	<b>Salad Trio</b> <span style="float: right;"><b>\$8.29</b></span> Add 1x Pasta <span style="float: right;">+\$.00</span> Add 1x Greek <span style="float: right;">+\$.00</span> Add 1x Caprese <span style="float: right;">+\$.00</span> Name: Carla
---	---

1	<b>"Old School"</b>	<b>\$8.99</b>
	Add 1x Tuscan Baguette	+\$0.00
	Name: Gail	
1	<b>Hot Pastrami</b>	<b>\$9.99</b>
	Add 1x Tuscan Baguette	+\$0.00
	No Cheese, Name: Aaron	
1	<b>Hot Pastrami (Half)</b>	<b>\$5.49</b>
	Add 1x Tuscan Baguette	+\$0.00
	Double meat, no dressing. Name: Russ	
1	<b>Mixed Green</b>	<b>\$6.99</b>
	No Dressing, Name: Russ	
1	<b>The Caputo</b>	<b>\$8.99</b>
	Add 1x Tuscan Baguette	+\$0.00
	Name: Collyn	
1	<b>The Soprano</b>	<b>\$8.99</b>
	Add 1x Tuscan Baguette	+\$0.00
	Name: James	
1	<b>Mixed Green</b>	<b>\$6.99</b>
	Name: Kevin	
1	<b>Hot Pastrami (Half)</b>	<b>\$5.49</b>
	Add 1x Tuscan Baguette	+\$0.00
	Name: Kevin	
1	<b>Muffaletta</b>	<b>\$8.99</b>
	Add 1x Ciabatta	+\$0.00
	Name: Nick	
1	<b>All American</b>	<b>\$8.99</b>
	Add 1x Tuscan Baguette	+\$0.00
	Add 1x Ham	+\$0.00



Name: Shawn

1	<b>Hot Pastrami</b>	<b>\$9.99</b>
	Add 1x Tuscan Baguette	+\$0.00
	Name: Mike	

1	<b>Hot Pastrami</b>	<b>\$9.99</b>
	Add 1x Tuscan Baguette	+\$0.00
	Name: John	

1	<b>Muffaletta</b>	<b>\$8.99</b>
	Add 1x Ciabatta	+\$0.00
	Name: Charlie	

Subtotal	\$117.16
Total Tax	\$10.25
Total	\$127.41
Credit + AMERICAN EXPRESS	\$127.41
Final Total Paid	\$127.41

**Take Out Order****#1342787****Notes**

Thank you for adding the names to each item.

**Order Name**

James Krstich

8016375478

**Pick Up Time**

July, 27 2019

**11:30 AM****Caputo's Downtown**

314 W. Broadway

801-531-8669

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303 Second street, North Tower, Suite 550, San Francisco, CA 94107