



The BNI Substitute Policy

- An individual substitute may only visit our chapter once per rolling 3 month period (i.e. a maximum of four times per year)
- Substitutes from your company may replace you as required (though this is within reason and should not be the norm)

We naturally want you to be the person representing your company at the weekly meetings. Sending a substitute should not be your regular choice.

What we do not want is the same person, making regular appearances at our group acting as a substitute for many different people. This is not good for the group. They are effectively getting free membership.

Choosing a Great Substitute

What we do want is that should you need to find an occasional substitute that you put some effort into finding someone suitable and don't go for the easy option.

We need fresh, new faces to act as your substitutes. The more fresh faces we get to our meetings, increases the chance of new referrals and new members.

Try to target people who have never been to a BNI meeting before. The Member Success Training mentions customers, clients, suppliers, patients, friends, neighbours, family and employees. The list is nearly endless...

Invite people with whom you want to do business with; be selfish when looking for a substitute.

If you are struggling to find someone new, ask other people within the chapter and also the leadership team as early as you can as they will be able to help you.

Planning ahead here is vital to make sure that you give yourself enough time to find someone suitable.

Tell the Membership Coordinator when you are sending a substitute

What we do ask is that if you are sending a substitute, that you tell the Membership Coordinator as soon as you can (by email is fine).

Firstly, this is just polite.

It allows the group to check that your substitute hasn't exceeded the allowed number of visits within the timeframe.