

InfoComm International

ANTITRUST REMINDERS AND MEETING GUIDELINES

Group activities of competitors are inherently suspect under the antitrust laws. Many agreements and activities among competitors however, are both legal and beneficial to society and the industry. It is expected that all member representatives involved in the activities of InfoComm International®, as well as InfoComm International staff, consultants and meeting participants will be sensitive to the legal issues involving trade associations and take all measures necessary to comply with the U.S. antitrust laws and similar foreign competition laws.

Whether seriously or in jest, do not discuss or exchange information regarding:

Prices, including:

- Individual company prices, price changes, price differentials, pricing patterns or policies, terms and conditions of sale affecting price such as discounts, allowances, credit terms, warranties, rebates, special financing, or indemnification agreements.
- Industry pricing policies, price levels, price changes, pricing procedures, profit margins or other data that bear on price.
- Individual company data on costs, production capacity, inventory, sales, profit margins or other data that bear on price.

Production, including:

- Individual company plans concerning the design, production, distribution or marketing of particular products or product features, including possible or proposed customer territories.
- Agreements with competitors (1) to control or limit production, (2) restrict or allocate exports or imports (3) control or limit product quality or research or (4) allocate sales according to customers, territories or products.

Marketing Procedures, including:

- Matters relating to dealing or not dealing with actual or potential individual suppliers or competitors that might exclude them from the market.
- Territorial restrictions, allocations of customers, restrictions on types of products or any other kind of market division.

Meeting Guidelines

- An agenda will be prepared and distributed before the start of the meeting.
- Meeting discussions will be limited to the agenda unless the Chair approves additional topics
- Minutes, when taken, represent the legal record of what transpired. Carefully review draft minutes and call for corrections if the meeting minutes are not accurate.
- Counsel or staff will be present at meetings.
- Object to any discussion or activity that appears to violate these guidelines. Disassociate from any such activity and leave the meeting if they continue.
- Avoid colloquial language that might be mischaracterized later (e.g. “dominance”, “only game in town”, “control of market”).

This list is not exhaustive and understanding and acting in compliance with U.S. and foreign antitrust laws sometimes can be difficult. If you have any questions about the propriety of InfoComm International activities or discussions in an InfoComm International meeting you are encouraged to contact InfoComm International counsel or your company’s legal counsel. Violations of antitrust laws can result in criminal and civil penalties and liability for the companies and individuals involved.