

## ASME INDUSTRY PLAQUE

### INDUSTRY PLAQUE REQUEST PROCEDURE



1. Section Executive Committee determines who to present the award to based on consideration of the guidelines set forth in this part of the ML-10 manual.
  2. Section completes the request form and sends to Unit Support along with a check for the appropriate amount.
  3. Unit Support procures the Plaque and forwards to the Section.
  4. The Section arranges for an appropriate meeting in order to present the Plaque.
- 

### GUIDELINES FOR INDUSTRY PLAQUE

#### Some guidelines for evaluation of eligible companies.

1. Travel reimbursement for section/regional/national meetings for officers.
  2. Membership dues paid.
  3. Company posts section newsletter.
  4. Company provides a contact person.
  5. Company provides speakers for local meetings.
  6. Company encourages employees to join ASME.
  7. Company provides equipment/facilities for section meetings.
  8. Company provides tours.
  9. Company provides support to section officers with their ASME duties.
- 

#### Allow 8 Weeks Delivery

**Limit:** One Plaque PER YEAR PER SECTION/SUBSECTION/GROUP

#### ORDER FORM

Company Name \_\_\_\_\_  
Section Name \_\_\_\_\_  
Presentation Date \_\_\_\_\_  
Mail Plaque To: \_\_\_\_\_  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_

#### NOTE: THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH REQUEST.

Letter detailing reasons your Executive Committee believes this company should receive an Industry Plaque.

**\$34.00** - Make check payable to ASME.

Mail Order to:

Unit Support – ASME  
MS 23E6  
Three Park Avenue  
New York, NY 10016-5990

For ASME Use  
Only

\_\_\_\_\_ Date Order to NY  
\_\_\_\_\_ Amount Received  
\_\_\_\_\_ ASME PO Number