



Code of Conduct Policy for Trade Missions

Mainstreet Organization of REALTORS® (Mainstreet) has robust and thriving relationships with our real estate partners across the world. This Code of Conduct serves to provide guidance to all participants to ensure that they understand expectations and conduct when representing Mainstreet internationally. While this Code is not intended to cover every situation that might arise, it is intended to assist participants in making the right decisions, asking the right questions, and making the most of your visit. So that Mainstreet may continue our lasting partnerships and build integral new ones, please review and commit to the policy below.

1. By attending a trade mission with Mainstreet, you agree and understand that Mainstreet staff is entitled to modify, improve, or discontinue the trade mission at any time and for any participant. You agree that you hold a valid U.S. Passport (or other foreign passport), are able to travel to or from a country other than the United States, and will obey the laws of any country visited through the trade mission. You agree to defend, hold harmless, or indemnify Mainstreet for any acts or omissions. Mainstreet makes every effort to create an itinerary that includes and discloses all costs upfront. However, there may be additional activities and opportunities that could be added at the cost of the participant. While you are expected to remain with the group, any personal travel decisions outside of the itinerary such as travel, fees, experiences, lodging, tickets, or other personal decisions is the responsibility of the participant, including travel to and from hotel and airport, if applicable.
2. You are advised that international travel inherently comes with certain risks. Mainstreet does not provide insurance to our members, nor pay for medical bills or unexpected costs. We highly recommend that you purchase insurance before you travel. Please review the [U.S. Department of State's website related to international travel and protecting both your trip and your health](#).
3. For your protection, the U.S. State Department offers a free service for American citizens traveling overseas. The Smart Traveler Enrollment Program (SMART) allows you to enroll your trip with the nearest U.S. Embassy or Consulate. The service will provide you with important safety information regarding your destination, help contact you in an emergency situations, and help your family and friends locate and get in touch with you in an emergency. Mainstreet recommends this service. For more information and to register visit: step.state.gov/step/. The 24 Hour Consular Emergency Line is (888) 407-4747 and outside the U.S. is (202) 501-4444.
4. You agree to provide any feedback regarding the Trade Mission to Mainstreet, both positive and negative, in order to help with the organizing of future Trade Missions. You agree to keep any negative criticism internally with Mainstreet during all stages of the Trade Mission (before, during and after).
5. You agree to wear appropriate and professional attire for any planned event. Mainstreet and/or international hosts will provide information regarding planned events.



6. You understand that as a participant on a Mainstreet Trade Mission, you represent the Organization. Therefore, participants agree to refrain from posting inappropriate pictures on social media, or through texts, and e-mails.

Not Recommended:



Recommended:



A Trade Mission is not a vacation, but your presence internationally will capture attention. Post with a focus on culture, opportunity, and respect for the country you are visiting. Doing so will capture the attention of your peers as well as potential clients and investors. Should Mainstreet deem any social media posts, texts, or e-mails inappropriate, you will be asked to comply with their removal. You are encouraged to use the hashtag #MainstreetGlobal on social media.

7. You agree to allow Mainstreet to use any photographs or videos taken of you during the Trade Mission in marketing for future trade missions.
8. Be flexible! Trade Missions involve a group dynamic as well as itineraries that may change at any given time. Be respectful of your fellow Trade Mission participants. For some, this might be their first international travel experience. Flexibility is important to accommodate for possible changes and helpful to the entire group.
9. Cultural awareness and respect for others is critical. Language barriers, different business norms, and customs will be recognized and respected.
10. Cell phone and other device usage is essential in our daily lives. However, you agree to avoid unnecessary usage that might impede your ability to be respectful of our hosts.
11. Attendance at sessions, forums, and other events during applicable international conventions as well as the sharing of information learned and obtained is strongly encouraged.
12. Our hosts have spent countless hours and energy preparing for our arrival. Conversations between one another openly that may be negative in nature related to any activity or event planned by our hosts are to be avoided.
13. Attendees agree to arrive 5 to 10 minutes before announced meeting times to remain courteous and on time.
14. This Code of Conduct is to be adhered to at all times. No belligerent, disrespectful, or unlawful activity is acceptable at any time and will result in immediate dismissal and forfeiture of applicable stipends from the group or any applicable international conference.

MAINSTREET ORGANIZATION OF REALTORS®

15. Have fun! As we all know, real estate is local. Take the time to understand how your business can grow from the connections you make abroad as well as how this cultural immersion can truly open up a whole new world.



By signing below, I agree to adhere to Mainstreet Organization of REALTORS®' Code of Conduct for Trade Missions:

Print Name

Date

Signature