RECORD OF MEETING ATTENDANCE

GROUP_____ CHAIRMAN_____

MEETING_____ TIME_____ DATE_____

COMMITTEE MEMBERS SHOULD MAKE CHANGES TO THEIR PERSONAL RECORD ON THE ATTACHED ROSTER. VISITORS ADDING NAMES TO ROSTER WILL NOT AUTOMATICALLY BECOME MEMBERS OF THE COMMITTEE.

Indicate BEFORE YOUR NAME if you are:
(M) Member of the Committee in session
(R) Representing a Committee Member (if so, state member's name)
(V) Visitor – ONLY voting members or their Representatives may vote
(S) Staff

↓	NAME (Please Print)	COMPANY/PHONE or email

THIS FORM MUST BE RETURNED TO THE API STAFF

API standards meetings are open to all interested parties. By participating in the standardization process, you agree: (1) to fully comply with API's policies and procedures governing standards, (2) that once balloted and approved by API, API shall have the sole and exclusive right to use any materials that are submitted by the participant for use in the standard, (3) you will not provide any material that will violate the rights of any third parties including, but not limited to, patents, copyrights, trade secrets, and trademarks, and (4) to disclose the existence of any patented technologies in the material that you provide.

Indicate BEFORE YOUR NAME if you are:

(M) Member of the Committee in session
(R) Representing a Committee Member (if so, state member's name)
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