



## **ASSOCIATION OF ENERGY ENGINEERS**

### **MAIL LISTS**

Electronic mail lists of AEE members in zip code areas which are assigned to each chapter are made available by AEE Headquarters to chapters that may be used for sending out meeting notices and newsletters. The purpose is to help the chapters increase their membership by notifying all AEE members in the area about chapter functions.

A mail list will be sent to each chapter in January, effective Dec. 31, to provide information needed for the Annual Chapter Operations Reports. Lists will also be sent in April and August. Additional lists may be requested from AEE's Information Services Director Danielle Johnson at [danielle@aeecenter.org](mailto:danielle@aeecenter.org).

The AEE Headquarters list may be used only for chapter purposes and may not be given to ANY third party without written approval of AEE Headquarters.

Chapters are encouraged also to generate their own mail list of chapter members and prospective members. The chapter's board of directors will decide the appropriate use for this list.