



MUSIC TEACHERS NATIONAL ASSOCIATION

FTC CERTIFICATION FORM INSTRUCTIONS

As a requirement of the Federal Trade Commission Decision and Order signed by MTNA, each state and local affiliate, as a condition of continued affiliation with MTNA, must execute and return a "Certification" to MTNA no later than one hundred twenty (120) days from the official notification date of April 30, 2014. Therefore, this form must be returned no later than **August 28, 2014**.

Directions for return to MTNA:

Via US Mail:

1. Print this document
2. Fill in the "Name of Music Teacher Association" field with the State or Local Association Name
3. Sign and Date the form
4. Mail completed document to:
MTNA
Attn: Gary Ingle
441 Vine Street, Suite 3100
Cincinnati, OH 45202

Via Email:

1. Print this document
2. Fill in the "Name of Music Teacher Association" field with the State or Local Association Name
3. Sign and Date the form
4. Scan the completed document and email to gingle@mtna.org

If you need an Extension of Time, [click here](#).



MUSIC TEACHERS NATIONAL ASSOCIATION

CERTIFICATION

Name of Music Teacher Association

As a condition of being affiliated with the Music Teachers National Association, Inc. (“MTNA”), the music teacher association named above (the “Association”) makes the following representations to MTNA:

1. NO RESTRICTIONS ON STUDENT OR JOB SOLICITATIONS: As of the date this Certification is executed, the Association does not maintain in its bylaws, rules, regulations, code of ethics, policies, or website any type of rule, interpretation, ethical ruling, guideline or recommendation which would restrict, restrain, impede, declare unethical or unprofessional, or interfere with or advise against a member of the Association from soliciting teaching work. Examples of the type of provisions that restrict solicitation include any of the following:

- Restricting a member from soliciting a pupil of another teacher.
- Restricting a member from enrolling a pupil of another teacher unless the pupil’s financial obligations to the former teacher have been satisfied and the relationship with the teacher has been severed.
- Restricting a member from seeking a job opening unless notice has been given of impending vacancy.
- Restricting a member from writing or publishing reviews or criticisms of the performance or skills of other teachers or their students.
- Restricting a member from writing or publishing for public media.

2. NO RESTRICTIONS ON ADVERTISING PRICES OR TERMS OF TEACHING SERVICES: As of the date this Certification is executed, the Association does not maintain in its bylaws, rules, regulations, code of ethics, policies, or website any type of rule, interpretation, ethical ruling, guideline or recommendation which would restrict, impede, declare unethical or unprofessional, or interfere with or advise against a member of the Association from advertising

prices or other terms of teaching services. Examples of the type of provisions that restrict advertising include any of the following:

- Restricting a member from advertising free scholarships or tuition.
- Restricting a member from offering opportunities for study to gifted but underprivileged students in the form of free lessons or scholarships as inducements to study with a particular teacher.

3. NO RESTRICTIONS ON COMPETING ON PRICE-RELATED TERMS: As of the date this Certification is executed, the Association does not maintain in its bylaws, rules, regulations, code of ethics, policies, or website any type of rule, interpretation, ethical ruling, guideline or recommendation which would restrict, restrain, impede, declare unethical or unprofessional, or interfere with or advise against a member of the Association from competing on price-related terms. Examples of the type of provisions that restrict competing on price-related terms include any of the following:

- Restricting a member from charging fees that are lower than the average fees being charged in the community.
- Restricting a member from allowing a student to pay tuition in terms other than in advance by the month or term.
- Restricting a member from offering make-up lessons for lessons missed unless the student provides sufficient notice or reasonable excuse.

On behalf of the Association named above, the undersigned officer certifies that all of the foregoing representations are accurate as of the date listed below:

Officer's Signature _____

Officer's Name _____

Officer's Title _____

Date: _____