



# NCCAA Conference Host Committee Guidelines

---

## LITERATURE COMMITTEE

The Literature Chairperson and Co-Chairperson are responsible for arranging for Conference Approved A. A. literature to be sold at the conference.

The most ideal situation is to have the local Central Office provide all books and literature, staff the table during the conference, collect and retain all monies.

If this is not possible, books and literature should be obtained on consignment from the Central Office and a conference committee will have to be formed to handle the staffing of the table and sale of books. If books and literature are obtained from the Central Office on consignment, a list of the books and pamphlets and quantities for each item should be sent to the NCCAA Chairperson for his/her information and approval one month prior to the conference. The Literature Chairperson should have a volunteer committee large enough to staff the table at all times during the conference.