



# Made Whole

## Healing the Body of Christ

August 6–9, 2026  
Chicago, Illinois

**Sponsor and Exhibitor  
Information and Application**













**Christians for Biblical Equality**  
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## Connect with CBE

-  Connect with CBE online to learn more about us, enjoy the resources we offer, and take part in our ministry.
-  Visit our website, [cbeinternational.org](https://cbeinternational.org), to find thousands of free resources—articles, book reviews, and video and audio recordings.
-  Follow our blog ([cbe.today/mutuality](https://cbe.today/mutuality)). Get news, updates, and free resources ([cbe.today/news](https://cbe.today/news)).
-  Follow us on X @CBEInt ([x.com/cbeint](https://x.com/cbeint)).
-  Find us on Facebook ([facebook.com/cbeint](https://facebook.com/cbeint)).
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-  Find us on YouTube ([youtube.com/@cbeinternational](https://youtube.com/@cbeinternational)).
-  Listen to us on Soundcloud ([soundcloud.com/cbe-international](https://soundcloud.com/cbe-international)).
-  Listen to *Mutuality Matters* podcast episodes on PodBean (<https://mutualitymatters.podbean.com>).

## About CBE

CBE International (Christians for Biblical Equality) is an educational nonprofit organization of Christian women and men who believe that the Bible, properly translated and interpreted, teaches the fundamental equality of women and men of all racial and ethnic groups, all economic classes, and all ages, based on the teachings of Scriptures such as Galatians 3:28:

“There is neither Jew nor Gentile, neither slave nor free, nor is there male and female, for you are all one in Christ Jesus.”  
(NIV 2011).

As a global community, CBE strives to become an interculturally competent organization committed to advocacy for the equality, equity, and leadership of all women regardless of culture, class, race, ethnicity, or age.

### Each year, CBE:



Promotes  
4,600+ Egalitarian  
resources online



Reaches 230+  
Countries



Engages 500+  
Donors



Reaches  
1,500,000+  
People worldwide

## Why Become a Conference Sponsor?

CBE conferences connect you with students, pastors, nonprofit leaders, scholars, and practitioners from global communities who are called to promote shared authority and leadership of women and men in the home, church, and world according to the teachings of Scripture. Your partnership at CBE's conference make it possible to extend your reach and help equip people to follow God's calling.

As a sponsor, you will be able to host an exhibitor booth to share information about your organization, interact with engaged Christians, describe or sell merchandise, and grow your audience. Because the conference will be livestreamed, your reach extends beyond people physically present. Your logos and links on our website will be available for participants worldwide to learn more about you and your organization and work. Sponsors and exhibitors will have an opportunity to interact with in-person, hybrid, and virtual attendees through our event management application during the conference, making your reach with CBE's global audience that much more impactful.

By partnering with CBE through a conference sponsorship, you demonstrate your organization's commitment in equipping a global church that recognizes God calls women and men to equal and shared partnership, leadership, and authority.

# CBE's Mission and Core Values

## CBE's Mission

CBE exists to promote the biblical message that God calls women and men of all cultures, races, and classes to share authority equally in service and leadership in the home, church, and world. CBE's mission is to eliminate the power imbalance between men and women resulting from theological patriarchy.

## Core Values

- Scripture is our authoritative guide for faith, life, and practice.
- Patriarchy (male dominance) is not a biblical ideal but a result of sin that manifests itself personally, relationally, and structurally.
- Patriarchy is an abuse of power, taking from women and girls what God has given them: their dignity, freedom, and leadership, and often their very lives.
- While the Bible reflects a patriarchal culture, the Bible does not teach patriarchy as God's standard for human relationships.
- Christ's redemptive work frees all people from patriarchy, calling women and men to share authority equally in service and leadership.
- God's design for relationships includes faithful marriage between a woman and a man, celibate singleness, and mutual submission in Christian community.
- The unrestricted use of women's gifts is integral to the work of the Holy Spirit and essential for the advancement of the gospel worldwide.
- Followers of Christ are to advance human flourishing by opposing injustice and patriarchal teachings and practices that demean, diminish, marginalize, dominate, abuse, enslave, or exploit women, or restrict women's access to leadership in the home, church, and world.

## CBE's Statement of Faith

- We *believe* in one God, creator and sustainer of the universe, eternally existing as three persons equal in power and glory.
- We *believe* in the full deity and the full humanity of Jesus Christ.
- We *believe* that eternal salvation and restored relationships are only possible through faith in Jesus Christ who died for us, rose from the dead, and is coming again. This salvation is offered to all people.
- We *believe* the Holy Spirit equips us for service and sanctifies us from sin.
- We *believe* the Bible is the inspired word of God, is reliable, and is the final authority for faith and practice.
- We *believe* that women and men are equally created in God's image and given equal authority and stewardship of God's creation.
- We *believe* that women and men are equally responsible for and distorted by sin, resulting in shattered relationships with God, self, and others.
- Therefore, we *lament* that the sins of sexism and racism have been used to historically oppress and silence women throughout the life of the church.
- We *resolve* to value and listen to the voices and lived experiences of women throughout the world who have been impacted by the sins of sexism and racism.

## Past CBE Conference Sponsors



Baylor–George W. Truett  
Theological Seminary



Bethel University



Brazos Press



Fuller Theological  
Seminary



Global Center for Women and  
Justice–Vanguard University



Gordon-Conwell  
Theological Seminary



Houghton College



Houston Graduate  
School of Theology



IVP Academic



Kregel Academic



Missio Alliance



North Park Theological  
Seminary



Presence Point



Salvation Generation



Thomas Nelson Brasil



Trinity School  
for Ministry



Ultimato



The Well–InterVarsity



Wheaton College–Graduate  
School



Wipf and Stock  
Publishers

## Sponsorship Opportunities

### New! Mutuality Advocate Sponsor—CBE’s Biggest Sponsorship Package

The Mutuality Advocate (MA) Sponsorship Package is for organizations and institutions that want to make a public statement about their committed stance on Christian biblical equality and make known their support for CBE International.

#### As an MA sponsor your organization will be provided with the following:

- One meal sponsorship, which includes the opportunity to provide a 3-minute video presentation.\*
- Two complimentary registrations.
- Exhibitor booth space with table and chairs.
- Hyperlinked logo in a “Thank you to our sponsors!” email.
- Hyperlinked logo on CBE’s conference webpage.
- Logo in conference slideshow.
- Logo displayed at registration welcome desk.
- Logo on sponsor page of attendee workbook.
- Full page ad in attendee workbook.
- CBE conference app access.
- Tagged social media posting to CBE’s Facebook, Instagram, Twitter, and LinkedIn.
- Promotional email blast to attendees following the conference.
- Opportunity to sell books and other merchandise at your exhibitor booth.
- Full page ad in an issue of *Mutuality*.

\*Video should be provided by the sponsor. CBE will need to vet and approve the video before it is presented. Videos should be introductory in nature and not for fundraising purposes.

Price: \$5,000

### New! Student Paper Competition Sponsor—CBE’s Advocacy Sponsorship for the Education of Women

The Student Paper Competition (SPC) Sponsorship Package is for organizations and institutions that want to advocate for the theological education and leadership of women, and who want to support CBE’s student paper winners to attend the conference, so they can present their papers.

#### As an SPC sponsor your organization will be provided with the following:

- Promotional banner displayed during Student Paper Presentations with moderator giving recognition to sponsor.\*
- Two complimentary registrations.
- Exhibitor booth space with table and chairs.
- Hyperlinked logo in a “Thank you to our sponsors!” email.
- Hyperlinked logo on CBE’s conference webpage.
- Logo in conference slideshow.
- Logo on sponsor page of attendee workbook.
- CBE conference app access.
- Half page ad in attendee workbook.
- Opportunity to sell books and other merchandise at your exhibitor booth.
- Student Paper Competition social media posts with images that include sponsor logo and recognition.

\*The promotional banner should be provided by the sponsor.

Price: \$3,750

Exhibitors may not assign or sublet any portion of their exhibit space to another company. Organizational members and members of chapters will receive 10% off the prices listed.

**Publishers and book sellers who wish to sell books, must purchase the Publisher Package, Student Paper Competition Package, or the Mutuality Advocate Package.**

Pricing	Exhibiting Sponsors						Advertising Sponsors	
	Publisher Package *New*	Platinum	Gold	Silver	Bronze	Exhibitor	Full Page	1/2 Page
<b>Early Bird</b> (Now through December 31)	\$3,000.00	\$3,000.00	\$2,750.00	\$2,500.00	\$2,000.00	\$1,500.00	\$1,000.00	\$500.00
<b>January 1–March 31, 2026</b>	\$3,300.00	\$3,300.00	\$3,025.00	\$2,750.00	\$2,200.00	\$1,650.00	1,150.00	\$550.00
<b>March 31–June 30, 2026</b>	\$3,450.00	\$3,450.00	\$3,163.00	\$2,875.00	\$2,300.00	\$1,725.00	\$1,150.00	\$575.00
<b>After June 30</b>	\$3,600.00	\$3,600.00	\$3,300.00	\$3,000.00	\$2,400.00	\$1,800.00	1,200.00	\$600.00

Benefits								
Complimentary Registration(s)	2	2	2	1	1	1		
Exhibitor Booth/Table with Chair(s)	X	X	X	X	X	X		
Hyperlinked Logo in a “Thank You to Our Sponsors” Email	X	X	X	X				
Hyperlinked logo on CBE’s Conference Webpage	X	X	X	X	X	X	X	X
Logo on Sponsor Page of Attendee Workbook	X	X	X	X	X	X	X	X
CBE Conference App Access	X	X	X	X	X	X		
Ad in Attendee Workbook	1/2 page	1 page	1/2 page	1/3 page	1/4 page		1 page	1/2 page
Logo in Conference Slideshow	X	X	X	X				
Logo Displayed at Welcome Desk	X	X	X					
3-Minute Video During Awards Dinner		X	X					
Tagged Social Media Posting	X	X	X	X				
Promotional Email Blast	X	X						
Sell Books and Other Merchandise	X							
3-Minute Promo During Keynote		X						

## Additional Sponsorship Options

Ad Option	Color	Black and White
Full Page Ad in Attendee Workbook (Exhibitors Only)	\$700	\$500
Half Page Ad in Attendee Workbook (Exhibitors Only)	\$350	\$250

Item	Description	Pricing
Tote Bag Flyer	Provide a flyer to be included in CBE branded tote bags given to attendees at check-in.	\$500
Email Blast	Provide content for an email blast to attendees following the conference. Email will be created by CBE staff and sent out through CBE's CRM. CBE does not sell or distribute lists of conference attendees to sponsors and exhibitors.	\$1,000
Confirmation Email Sponsor	Provide your logo to be included in the conference confirmation email sent out to every attendee as they register.	\$250

All ads, flyers, emails, and promotional materials should be introductory in nature and/or to promote a product. These opportunities should not be used for fundraising purposes.

## Sponsor Logo Specifications

Logos due **December 31, 2025**, for guaranteed inclusion on CBE's conference webpage when registration opens. Logos submitted after this date will appear on CBE's conference website within 72 hours after approval.

Advertisements for Conference Workbook due no later than **May 31, 2026**. Logo for PowerPoint due no later than **May 31, 2026**.

Qualified sponsorship advertisements may feature the name, logo, and/or product lines of the sponsoring organization but may not include qualitative or comparative language, price information, or other indications of savings or value.

Media Type	Color Profile	Resolution	File Type	Size
<b>Logo*</b>	<b>CMYK</b>	<b>300 ppi</b> at full size	<b>Vector image preferred</b> (EPS, AI, SVG). <b>Raster acceptable</b> (JPG, TIF).	Size varies by usage. If possible, please provide a logo 5 in wide (or a vector image so we can re-size). This will be large enough for most uses.  If your sponsorship includes a larger logo display than this and the files you provide are insufficient, we will let you know.
<b>Advertisement</b> (conference booklet)	<b>CMYK**</b>	<b>300 ppi</b> at full size	<b>JPG or TIF preferred</b>	<b>Full Page</b> - Width: <b>5.75 in</b> Height: <b>8.75 in</b> <b>Half-page</b> - Width: <b>5.75 in</b> Height: <b>4.5 in</b>  Please note that the above dimensions include 0.125 inches of bleed space on all 4 sides.
<b>Image for PowerPoint</b>	<b>RGB</b>	<b>96 ppi</b> at full size	<b>JPG or PNG preferred</b>	Width: <b>1280 pixels</b> Height: <b>720 pixels</b>
<b>Video</b>	<b>16:9 widescreen, standard or high definition</b>			

\*Our preference is a print-quality logo file. This gives us what we need for print or digital use (we can change size and convert the color profile for digital use as needed). If you have logo use standards, or logo variations, feel free to provide them. We will do our best to respect those standards.

\*\*If your package includes a black and white ad, you can provide color or black-and-white. If you prefer to design a color ad, we can convert to grayscale.

# Sponsorship Application and Contract

Spots are limited. Applications are evaluated on first come, first serve basis.

Organization:

Contact Person:

Title:

Address:

City:

State:

Zip:

Country:

Phone:

Email:

Web address:

Are you a registered nonprofit?    Yes    No

Tax ID:

Briefly describe the mission of the organization:

Please include your Tax ID on all shipments to the conference venue.

## Booth Information

Please list the materials/items you will be promoting and/or selling at the conference (attach a separate sheet if necessary):

Will your booth need electricity?\*    Yes    No

\*Electrical outlets are limited. Requests will be granted to exhibitors on a first-come, first-served basis until all electrical outlets are assigned. Please have an alternate plan if you should not have access to electricity. Fees may apply.

## Registration

Exhibitor and sponsorship applicants with a complimentary registration included in the selected package need only to provide the name(s) and email(s) of the representative(s) below. Any Exhibitor and Sponsorship applicants who wish to send more than the complimentary representative(s) should contact CBE at +1 (612) 872-6898 or [conferences@cbeinternational.org](mailto:conferences@cbeinternational.org).

For the number of complimentary registrations included with your sponsorship, please see the sponsorship levels on pages 6–7.

### Name of Representative(s)

Representative #1:

Representative #2:

(If applicable):

Representative #1 Email:

Representative #2 Email:

(If applicable):

## Amount Due

Instructions on how to register will be sent to the above representative(s) once payment is received by CBE.

Sponsorship Level:

Amount Due:

Add On Package:

Amount Due:

Total Amount Due:

## Form of Payment (Check all that apply)

I prefer to receive an invoice before authorizing payment.

(Please complete all other options, sign, and send in the application. An invoice will be emailed to you.)

I have enclosed a check in the amount of \$

(Please make payable in US funds to CBE.)

I would like to wire payment to CBE. (Please add \$20 in USD for wire payment fee.)

Please provide the billing address (if different from the address provided above):

Address:

City:

State:

Zip:

Country:

## Sponsorship and Exhibitor Cancellation Policy

CBE must be notified of any and all cancellations in writing. If cancellation occurs:

- More than 90 days prior to the event: 50% refund.
- 60–89 days prior: 25% refund.
- Fewer than 60 days: No refund.

If CBE cancels the event due to unforeseen circumstances, Exhibitors and Sponsors will be given the option to donate their payment to CBE or to receive a full refund.

## Acknowledgment of Contract

I have read the Sponsor and Exhibitor Terms and Conditions, and by submitting this Application and Contract I agree to abide by all the Terms and Conditions governing the CBE International Conference set forth in this contract and the registered representative(s) will abide by these standards. The Terms and Conditions constitute a legally binding contract between Sponsor/Exhibitor and CBE International.

I acknowledge that the above named organization supports CBE's Mission and Core Values, agrees with CBE's Statement of Faith, and will abide by CBE's Sexual Harassment or Other Forms of Harassment Policy.

I agree and understand that promotional opportunities should be used to introduce and promote products and services and not for the purposes of fundraising.

Signature:

Date:

Printed Name:

Title:

# Sponsorship and Exhibitor Terms and Conditions

## Nature of Exhibition

CBE International (CBE) conferences include an exhibit of products, services, and ministries to and for people of the Christian faith, particularly those who support women's leadership as biblical. CBE reserves the right to refuse rental of display space to any company or ministry whose display of goods or services or activities is not, in the opinion of CBE, compatible with the general character and objectives of [CBE's Mission and Core Values](#). CBE reserves the right to review all materials offered by an exhibitor and to remove, at exhibitor cost, any merchandise deemed by the conference committee as not suitable for display at our conference.

A completed sponsor application does not guarantee that space will be available. If space is not available, a waiting list will be developed in the order of the date of receipt by CBE of each completed and paid Application and Contract. CBE will refund all payments received with the Application and Contract to any applicant for whom space is not available, or to whom exhibit privileges are not extended or are revoked for reasons other than violation of the Exhibitor Terms and Conditions. A payment handling fee may apply to refunds of credit card payments.

## CBE's Sponsor and Exhibitor Guidelines

As a sponsor or exhibitor, you are performing a significant service to CBE and the cause it represents. Because of this, we ask all CBE sponsor or exhibitors to kindly read and observe the following guidelines:

- Sponsor and exhibitor presentations should be consistent with and not oppose [CBE's Statement of Faith, Core Values](#), and [Sexual Harassment or Other Forms of Harassment Policy](#).
- CBE seeks to foster a diverse and gracious community. When speaking of other views or personalities, please be gracious. Criticisms and generalizations regarding women, men, sexual orientation, political parties, geographic regions, denominations, and other demographics including stereotypes regarding complementarians, age, ethnic or racial groups, geographic regions, or socio-economic class should be avoided. Wherever possible, when referring to people, sponsors and exhibitors should use gender inclusive language to make it clear they are referring to both men and women.
- Sponsors and exhibitors may not fundraise at this event. Promotional opportunities should be used to promote products and services. Names, contact, and demographic information collected at CBE conferences should be used in accordance with governing laws concerning usage and storage of contact information.

Thank you very much for your help in these areas.

## Insurance and Liability

**Exhibitors must provide a certificate of liability insurance.** Vendors and Exhibitors Insurance may be purchased online. A list of vendors that will most likely meet your needs can be found at the following link: [forbes.com/advisor/insurance/best-event-insurance/](https://forbes.com/advisor/insurance/best-event-insurance/). Neither CBE International, its officers, representatives, or employees, nor Crowne Plaza O'Hare Hotel & Conference Center, will be responsible for any injury, loss, or damage that may occur to the Sponsor or Exhibitor or their employees or property from any cause whatsoever, prior, during, or subsequent to the conference. It is understood by the Sponsors or Exhibitors that the nature of the facilities available, the presence and circulation of large numbers of people, the difficulty of effective supervision over the protection of large numbers of removable articles in many booths, and various other factors, make it reasonable that each Sponsor or Exhibitor shall assume the risk of any such injury, loss, or damage. The Sponsor or Exhibitor, by signing the Application and Contract for exhibit space, thereby assumes such risk and expressly releases CBE and its members, officers, representatives, and employees from any and all claims for any such injury, loss, or damage.

It is recommended that Sponsors or Exhibitors take precautionary measures of their own, such as the securing of small or easily portable articles of value and removing these items of value after exhibit hours. In the case that said premises shall be destroyed by fire or the elements or by any cause, or in the case of an Act of God, military activity, strike, civil disorder, curtailment of transportation facilities or any other circumstances that make it impossible or inadvisable for CBE to hold the conference at the time and place provided in the Application and Contract, then and thereupon the contract shall terminate, and the Sponsors or Exhibitors shall waive any claim for damages or compensation, except the prorated return of the amount paid for space, after deduction of actual expenses incurred in connection with the Conference, and there shall be no further liability on the part of either party. It is recommended that Sponsors or Exhibitors obtain adequate insurance coverage at their own expense for property loss or damage and liability for personal injury.

The Sponsor or Exhibitor shall indemnify CBE and its directors, officers, employees, representatives, and agents from and against any claims, actions, liabilities, or expenses (including, but not limited to reasonable attorney's fees) arising out of any acts or omissions of the Exhibitor, its representatives, agents, or contractors, at or in connection with the conference.

### **Payment Terms and Schedule**

All payments must be in US funds, payable to CBE International. Full payment is due with Application and Contract. If any Sponsor or Exhibitor fails to pay, when due, any sum required by the Application and Contract for exhibit space, fails to perform any other term or condition of the contract, or fails to observe and abide by these Sponsor and Exhibitor Terms and Conditions, CBE International reserves the right to terminate this contract.

### **Assignment of Space**

CBE International will make assignment of sponsor and exhibitor space based on sponsorship level. All spaces will be among traffic flow.

Each exhibitor will be given one 6-foot-long table to use. Additional tables may be purchased, subject to availability, at a rate of \$750 each. Each additional table includes one complimentary registration.

### **Subletting of Exhibit Space and Prohibited Uses**

Sponsors or Exhibitors are prohibited from assigning or subletting any portion of their exhibit space to another company.

### **Alcoholic Beverages**

The serving of alcoholic beverages by Sponsors or Exhibitors in any part of the exhibit area is strictly prohibited.

### **Amendments**

CBE International reserves the right to interpret, amend, and enforce these Sponsor and Exhibitor Terms and Conditions. Written notice of any amendments or interpretations shall be given to each Sponsor or Exhibitor. Each Sponsor or Exhibitor, for itself, its agents, and its employees agree to abide by all Sponsor and Exhibitor Terms and Conditions set forth herein, or by any subsequent amendments or interpretations.

### **Enforcement**

Any Exhibitor not abiding by the Exhibitor Terms and Conditions set forth will lose the privilege of exhibiting. The Exhibitor Terms and Conditions set forth herein will be enforced.

## Exhibitor Information

Any shipments made to the venue must be labeled with the recipient's name, group, affiliation, Tax ID, and the event date. Shipments will only be received by the venue within 72 hours of the conference. Venue labor and/or storage charges may apply, and each sponsor or exhibitor is responsible for the charges.

Any special connectors, adapters, etc. that are needed are the responsibility of the Sponsor or Exhibitor.

Exhibitors are responsible for their own shipments, even if CBE is labeled as "Attn:" or "In Care of." All payments, responsibility, and communications are the responsibility of the exhibitor related to their own shipments. While CBE can provide information, we cannot work directly with a shipping company on a shipment that doesn't belong to CBE.

## Display/Promotional Materials

Display items, banners, and signage may not be affixed to any door, stationary wall, floor, column, or ceiling with nails, staples, push pins, tape or any other substance. No signs or posters can be displayed in the venue without prior inspection and approval. The venue's convention services manager must inspect and approve signs and posters. Distribution of promotional gummed stickers or labels is strictly prohibited. All decorations must be both color safe and fire safe. No confetti or candles are allowed. All fire exits must be kept accessible.

Display items must align with [CBE's Mission and Core Values](#).

## Local, State, and Federal Laws

The exhibitor is responsible for complying with all applicable local, state, and federal laws, including sales tax regulations.

# **CBE'S SEXUAL HARASSMENT OR OTHER FORMS OF HARASSMENT POLICY**

## **PROHIBITION OF HARASSMENT AND DISCRIMINATION**

Contractor, including its employees and subcontractors, is prohibited from engaging in conduct that constitutes harassment or discrimination, including but not limited to sexual harassment, in its interactions with CBE's employees, clients, or affiliates. Contractor shall ensure that their actions align with maintaining a respectful and dignified work environment while performing services for CBE. Evidence of such conduct may result in the immediate termination of this Agreement at the discretion of CBE.

## **Definitions of Sexual and Other Forms of Harassment**

Harassment is one type of discrimination and consists of unwelcome conduct based on a person's sex, race, ethnicity, national origin, age, or any other legally protected characteristic. One form of prohibited harassment is sexual harassment. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact, or other verbal or physical conduct or communication of a sexual nature. CBE prohibits harassment, including sexual harassment, in any form, including verbal, physical, and visual harassment. While not exhaustive, some examples of conduct that may constitute harassment in violation of this policy if based on someone's sex or other legally protected characteristics include:

- Unwelcome abusive, intimidating, insulting, degrading, or offensive remarks, epithets, jokes or slurs;
- Displaying objects, cartoons, pictures, or other material which may be perceived as offensive or demeaning;
- Unwelcome conduct of a sexual nature, such as unwelcome leering, sexual gestures, sexual advances, requests for sexual favor;
- Unwelcome physical conduct of a sexual nature; or
- Threats, demands, or suggestions that an employee's work status, advance or terms of employment are contingent on the employee tolerating or agreeing to submit to unwelcome sexual advances.

## **OFFENSIVE CONDUCT**

As a Christian organization dedicated to biblical gender equality, it is vital that CBE partners, consultants and vendors, its employees, and sub-contractors, demonstrate exemplary behavior in their interactions with CBE's community. This is especially true of interactions between women and men. Violence or abuse of any kind will not be tolerated. CBE partners, consultants and vendors, its employees, and sub-contractors will demonstrate respect in all interactions with CBE employees, volunteers, and third parties (CBE constituents such as clients, donors, supporters, as well as consultants, contractors, or vendors working with CBE.) This includes verbal or body language. Behavior that demeans or intimidates others will not be tolerated. This includes, but is not limited to:

- Yelling or shouting under any circumstances
- Slamming doors or slamming objects on desks or in work environments
- Storming out of a room
- Yelling or physical intimidation of any kind
- Standing over someone for the purposes of intimidation, or intentionally blocking their path
- Body language that conveys power, dominance, or disrespect
- Threats of violence
- Comments about someone's physical appearance privately or in public
- Insults
- Crude or sexual jokes

- Watching pornography
- Posting inappropriate images or messages
- Ignoring, dismissing, or showing contempt toward another's ideas or opinions
- Refusing to change behavior if another attendee expresses discomfort

## **No Retaliation**

Retaliation against any individual for making a complaint under this policy, for opposing harassment, or for participating in an investigation of any claim regarding harassment or inappropriate behavior is strictly prohibited.

## **Reporting**

Employees, volunteers, and/or third parties should report promptly any incident of perceived harassment affecting them or others to CBE's attention.

## **Contact**

**Mary Gonsior, Operations Manager**

[mgonsior@cbeinternational.org](mailto:mgonsior@cbeinternational.org)

(612) 872-6898



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