



BNI Member Guidelines for Visiting or Subbing at Another Chapter

Visiting another BNI chapter is a privilege and not a benefit of membership. It can be a powerful way to expand your network, build relationships, and strengthen your visibility within BNI. But when it is abused, BNI has the right to prohibit individual members from visiting outside their chapter.

1. Visiting Limits

- Members may visit another BNI chapter up to **2 times within a 12-month period**, with a maximum of 4 chapters visited in a given year.
- Members who are seen visiting multiple chapters excessively may be **restricted or banned from visiting any chapter other than their home chapter**.

2. Member Status While Visiting

- When attending another chapter, you are considered a **guest**.
- As a guest, you are expected to **follow all standard BNI guest policies and etiquette**.

3. Substituting (Subbing) in Another Chapter

- Members may act as a substitute in another chapter a **maximum of 2 times**.
- You may **only substitute if your classification (seat) is NOT filled** in that chapter.
- If your seat is already filled, **you are not permitted to substitute**.

4. Conduct While Visiting

When attending another chapter:

- You are there to **build relationships, not compete for business**.
- You **may not actively ask for business**, even if your category is open.
- You **must not invite visitors or guests from that chapter to your own chapter**.
- You are expected to **represent yourself, your business, and BNI professionally at all times**.

5. Chapter Autonomy

- Each chapter has the right to **refuse or restrict access** to any visiting member who does not follow these guidelines.
- Chapters may **ban members from visiting or subbing** if etiquette or policies are violated.

Final Thought

BNI is built on trust, structure, and mutual respect. These guidelines are in place to protect the integrity of every chapter while still allowing members to grow their network in a meaningful and professional way.