



Marketing Materials

Federal Regulations:	Effective Date: December 27, 2018
State Regulations:	Revision Date(s): February 27, 2023

PURPOSE: To ensure that marketing and messaging complies with regulatory and legal requirements.

POLICY: Marketing and messaging materials comply with regulatory and legal requirements. Marketing and messaging materials are reviewed for regulatory and legal compliance by the Compliance Department prior to use.

PROCEDURE:

- 1) Employee identifies need for marketing materials.
- 2) Employee obtains approval from Administrator.
- 3) Compliance Department reviews materials for regulatory and legal compliance.