# TEN Community Guidelines & Legislation

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## TEN Membership Criteria

TEN is a space for women who want more than just a network—it's a place to have meaningful conversations, share experiences, and open doors for one another. Our community thrives on trust, generosity, and the willingness to lift each other up. It's where memories are made, friendships grow, and deep connections form.

We bring together women who are driven, curious, and eager to share their knowledge and experiences. Whether you're growing in your career, running your own business, or navigating new challenges, TEN is a place where you'll find support, inspiration, and opportunities you didn't even know existed.

To be part of TEN, we look for women who:

- Are naturally curious We welcome women who are excited to exchange ideas, learn from others, and broaden their perspectives.
- Have something to bring to the table Whether through work, personal achievements, creative
  projects, or community involvement, TEN members actively contribute to the world around them.
- Have experience to share At least 3-5 years of professional experience, with a drive to grow and make an impact in their field.
- Believe in giving as much as receiving TEN is built on trust and support. We look for members who
  want to connect meaningfully, share knowledge, and lift each other up.
- Value diversity and inclusion Our members respect and embrace different backgrounds, voices, and experiences.
- Want to be part of something real TEN is more than an online network—it's a place where
  conversations turn into friendships, ideas turn into collaborations, and connections turn into lasting
  memories.

If this feels like the right place for you, we'd love to welcome you into our community.

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### **TEN Member Code of Conduct**

TEN is built on trust, respect, and meaningful connections. This is a space where women come together to share knowledge, open doors for each other, and build lasting relationships. To ensure that TEN remains a supportive and inspiring community, we ask all members to respect the following guidelines.

By joining TEN, you agree to uphold these principles and contribute to a culture of kindness, integrity, and inclusivity.

- 1. A Community Built on Trust
  - TEN is about real conversations and authentic relationships. We ask that all members engage with honesty, respect, and a spirit of generosity.
- 2. Respect for Every Voice
  - Our members come from different backgrounds, experiences, and industries. We welcome open discussions but expect all conversations to remain respectful and constructive. Hate speech, discrimination, personal attacks, or any form of harassment will lead to immediate action.
- 3. No-Show Policy
  - TEN offers exclusive events, both in person and online, designed to bring value to our members. If you sign up for an event but can no longer attend, we ask that you cancel at least 48 hours in advance so another member can take your place. Repeated no-shows may affect your membership status.
- 4. Conversations with Purpose
  - We encourage deep, meaningful discussions. However, to keep the space inclusive and focused, we ask members to avoid polarizing debates on religion or politics. Any content that is offensive, inappropriate, or goes against the values of TEN will be addressed by the community administrators.
- 5. Privacy and Confidentiality
  - TEN is a space where members can share openly. To maintain trust, anything shared within our community should remain private. Please do not share personal stories, discussions, or resources outside of TEN without explicit permission.
- 6. Meaningful Networking & Community Integrity
  - TEN is about building genuine relationships. Networking should be based on trust and mutual respect, not just personal gain. We encourage thoughtful exchanges rather than unsolicited job referrals, resume reviews, or requests for introductions. Any behavior that disrupts the integrity of the community—whether through dishonesty, disrespect, or violation of these guidelines—may result in a review of your membership.
- 7. Addressing Violations
  - To maintain the integrity of TEN, we follow a clear approach when guidelines are not respected:
- First Reminder: If a member's actions go against our values, they will receive a friendly reminder with guidance on how to align with the community's expectations.
- Second Reminder: If the behavior continues, a formal notice will be given, outlining the issue and the potential consequences of further non-compliance.
- Membership Review: If the behavior persists or is severe, membership may be revoked. No refunds or reimbursements will be issued in these cases.

If you experience or witness behavior that goes against our values, we encourage you to report it to the TEN team. All concerns will be handled with care and confidentiality.

#### Final Note

TEN is a place where memories are made, where women deeply connect, and where support is given freely. These guidelines exist to protect the essence of our community. We appreciate each member's role in making TEN a space where trust, inspiration, and opportunities thrive.

By joining TEN, you agree to uphold this Code of Conduct. Thank you for being part of something truly meaningful.

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## **TEN Cancellation & Refund Policy**

We understand that circumstances change, and while we aim to be as flexible as possible, we also want to ensure fairness for all members. Please read our cancellation and refund policy carefully before making any commitments.

### Membership Fees

All TEN memberships are annual memberships, billed on a yearly basis. Membership fees are non-refundable, except in the following cases:

- If you cancel your membership within 14 days of joining and have not attended any TEN events, you
  are eligible for a full refund.
- If a member is permanently removed from TEN due to a violation of our Member Code of Conduct, no refunds or partial reimbursements will be issued.

#### Pausing Your Membership

We understand that life can get busy, and you may need to step away from TEN for a while. Members have the option to pause their membership for up to 3 months. During this time, you will not be charged, and your access will be temporarily on hold. To request a pause, please submit your request via your personal TEN account, and we'll be happy to assist you.

### **Event Ticket Cancellations (for Non-Members)**

TEN hosts carefully curated events designed to bring value to our community. If you need to cancel your ticket for an in-person event, the following policy applies:

Cancellations made less than 48 hours before the event will not be eligible for a refund.

## How to Request a Cancellation or Refund

All cancellation and refund requests must be submitted directly by you through your personal TEN account. TEN reserves the right to update this policy as needed. Thank you for being part of our community and for respecting the guidelines that keep TEN a fair and thriving space for all members.