

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex.

CenOCon

HCO POLICY LETTER OF AUGUST 30, A.D. 12

GENERAL FORM OF RELEASE CONTRACT

Dir. Accounts
Hco Area Sec.
Org Sec.
Fin. Mgmt.
Legal
Tech Dir.
D of P
HGC Admin.
PE Dir.
PE Admin.
PE Registrar
Admin. Dir.
Staff Hat
Dir. Pr. and R,
Chief Registrar
Letter Registrar

The following form is applicable for the preparation of all release contracts and should be put into effect as soon as feasible. All old release contract forms should not be used.

The general tenor of the contract states that the Central Organization takes full responsibility for clearing the individual to the state of "first goal clear" by reason of his enrollment in the HGC.

The person enrolling undertakes on his behalf to pay for the processing delivered as per usual arrangements up to such time as he has attained the validated state of "first goal clear" as verified by HCO.

The contract makes no allowance for time spent in the HGC, gives no commitments or guarantee of actually attaining the state of clear, and does not in any way offer any inducement to the individual by way of special handling or treatment, but only states as above that the central organization takes full responsibility for processing a person up to the state of "first goal clear."

The individual on his behalf undertakes to continue forward to this state at such times and periods as is possible for him to make himself available for processing, and at his cost and expense.

The contract particularly stipulates that the individual must co-operate in this activity to the best of his ability and must not place obstacles in the way of attaining this desirable end, and will not obtain processing from other quarters unless by special permission by the Director of Processing of the HGC, the Association Secretary of the organization, the HCO Area Secretary, and the Continental Executive Secretary.

The Central Organization on its behalf will undertake to make the processing as feasible, as rapid as is compatible with the case level of the individual, and will give what advices and assistances as are necessary to make the activity as free from difficulty as is also compatible with this undertaking, but that in the case of any dispute as to this matter, the directions of the Director of Processing shall be complied with.

The above is the general form of the contract and legal phraseology and other materials should be as far as possible omitted from this particular document, which I am sure will be found adequately binding.

This form is to be accompanied by a contract which states that during the coming year the organization, in return for receiving the signed release form, undertakes to furnish processing to the individual at current and existing rates, and no increase, but that the offer is valid only from the date of the offering letter.

The undertaking of this contract and signature on the waiver is understood to cancel all earlier contractual hours of processing, but not to cancel any existing debts.

Unless returned within thirty days of receipt, the waiver has no value.

The contract also states that any person so signing will not have any rates raised on him by reason of the probable increase in cost of auditing in view of clearing success, and extended training requirements of auditors.

The above waiver and contract should be mailed at once to all those persons who were written to and told the Central Organization had them on their clearing list approximately two years ago, or in those areas where no such letter was sent. This in effect is a significant portion of the clearing programme of Central Organizations for Continental Areas.

L. RON HUBBARD

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