



# U.S./Mexico Sister Cities Association, Inc.

## **GUIDELINES FOR ESTABLISHING A NEW SISTER CITY**

Local U.S. city residents or city council who advocate establishing a new Sister City relationship may approach U.S./Mexico Sister Cities Association Board for membership in the association (\$150.00 membership dues) and register for assistance in obtaining a Sister City in Mexico. The following guidelines and procedures need to be followed.

### Characteristics of Proposed City

1. Be compatible with population, culture, education, and geographical structure. Characteristics should include items which would be mutually beneficial in the long-term including, but not limited to, educational and cultural institutions, activities and organization, and economic resources and conditions.
2. Have an interest and the desire to become a Sister City to U.S. city.
3. Have solid local government and citizen support for the proposed relationship.
4. Have an established contact person within the governmental structure and citizen support group.
5. Have the potential for exchanging delegates.

### Requirements for a New Sister City

1. Demonstrate sufficient city resident volunteer involvement willing to take full responsibility for establishing a firm relationship.
2. Select a chair and establish a governing board (typically including a vice-chair, secretary and a treasurer) authorized to carry forward the application for recognition as a Sister City, with a minimum membership of 12.
3. The advocate group would be required to have sufficient funds to be able to finance their first year of operation, including but not limited to travel expenses and payment of membership dues to the U.S./Mexico Sister Cities Association.
4. Have active membership with the U.S./Mexico Sister Cities Association Board, by keeping annual association dues current, participating in annual conferences to communicate and network with other member cities.
5. Be comfortable with the political stability and economic stability of the proposed city as well as its potential for long-term, mutually beneficial relationship.

Upon completion of the above guidelines and procedures, if it is determined that the advocates of the proposed new Sister City want to continue the process, it would be necessary to contact the city council to schedule a formal presentation requesting acceptance of new Sister City relationship. The City Council will review the request and make final determination with respect to whether the new relationship will be initiated. Once initiated it would be necessary to contact the U.S./Mexico Sister Cities Association Board to update city's membership to include name of new Sister City and arrange for a ceremonial signing of new Sister Cities relationship (with local government representatives from both cities present) which would take place at annual conference.



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## Information on U.S. City looking for Sister City in Mexico

City \_\_\_\_\_ State \_\_\_\_\_

Geography \_\_\_\_\_  
Desert, Highland, Coastal, Mountain, River, Lakes

Type of City \_\_\_\_\_  
Suburban, Urban, Rural, Industrialized Commercialized

Industry \_\_\_\_\_  
Industrial, Commercial, Farming, Tourism, Etc.

Climate/Weather \_\_\_\_\_  
Spring, Summer, Fall, Winter

Institutions \_\_\_\_\_  
Hospital, University, Etc.

Transportation \_\_\_\_\_  
Regional or International Airport.  
Bus connection to closest city with international airport.

Accommodation \_\_\_\_\_  
Quality of hotels available or closest city with quality accommodations or is home stay an option.

Segment of community interested in getting involved with a Sister City relationship  
\_\_\_\_\_  
Service Clubs, Professional People, Business People, Schools City, Officials

Reason for wanting a Sister City \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special Characteristics of Your City \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Contact Information

Local Government	_____	_____
	Name	Position
	_____	_____
	Telephone Number	E-Mail

Local Citizen Governing Board Authorized to carry Forward application	_____	_____
	Name	Position
	_____	_____
	Telephone Number	E-Mail

Return to: United States/Mexico Sister Cities Association, Inc.  
P.O. BOX 3193  
South El Monte, CA 91733

Email to: [gil@gilgarcia-aia.com](mailto:gil@gilgarcia-aia.com) Or Call: (805) 965-8561 for more information