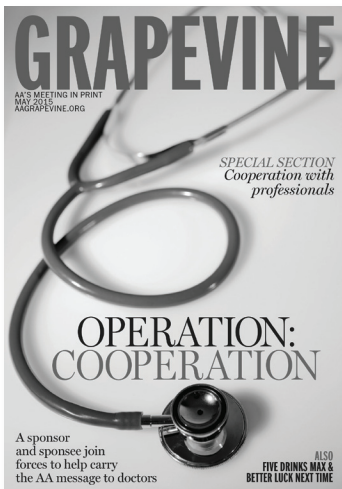




# GRAPEVINE REPRESENTATIVE HANDBOOK



**W**hat's in print and online, colorful, historic, life-saving, inspiring, humorous, international, original, up-to-date, packed with stories, and staple-free?

## GRAPEVINE

*Now you've made a great start toward being a Grapevine representative (GVR). Everything else you need to know you'll find in this handbook.*

## FIRST, SOME BASICS:

- Grapevine is the international journal of Alcoholics Anonymous.
- Grapevine strives to be self-supporting through the sales of the magazine and its related items.
- Grapevine does not receive any contributions made to the General Service Office.
- The AA Service Manual explains Grapevine's position in AA's service structure: "AA Grapevine, Inc. is one of the two operating entities of the General Service Board, with its own corporate board, staff, and financial operation separate from that of the General Service Office."
- The magazine was originally put together by six AA members in the New York area in June 1944, with AA co-founder Bill W.'s support.
- Almost every article ever published in Grapevine is available online in the GV Story Archive at [AAGRAPEVINE.ORG](http://AAGRAPEVINE.ORG). That's thousands of articles, jokes, and letters about our program.
- AA members share Grapevine because it's a lively way to enhance their sobriety. As one Grapevine reader put it, "It's a great Twelfth Step tool."

## Welcome to the GVR Network

**A**s a GVR, you join thousands of other Grapevine representatives in the U.S. and Canada who form the link between the magazine and their group. Service is the heart of this position. As a GVR, you perform a service for AA members, making sure that information about Grapevine and La Viña is available to them and to your group. You also perform a service for Grapevine, linking the magazine to members of the Fellowship who, without you, might not read it or even know that AA has a journal at all.

In 1977, the General Service Conference recommended that delegates establish area Grapevine committees and work toward the goal of having a GVR in every group. All ninety-three service areas have an active area Grapevine chairperson in place.

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## RESPONSIBILITY DECLARATION

**I** am responsible. When anyone, anywhere, reaches out for help, I want the hand of AA always to be there. And for that: I am responsible.

## The Group GVR's Job

**G**VRs are engaged in practical, hands-on work. Your basic job is to make Grapevine information and the magazine available to the group, and to encourage AAs to read it, write for it, record for it, subscribe to it, and use it in Twelfth Step work. And, if you read and enjoy Grapevine in print and/or online yourself, it's likely that you'll communicate your enthusiasm to others. Always remembering to "Keep It Simple," most GVRs do the following:

- **GVRs MAKE SURE THAT THE GROUP HAS A SUBSCRIPTION TO GRAPEVINE.** Group subscriptions can go to the GVR, the literature person, or the group chairperson. You may order one subscription or many, depending on the size of your group and your budget. For subscription and gift certificate options, please see page 15.
- **GVRs SEE TO IT THAT THE MAGAZINE IS CLEARLY DISPLAYED AND AVAILABLE FOR PURCHASE AT MEETINGS.** In the interest of making it easy for individuals to subscribe, GVRs usually have subscription cards on hand and can also direct members to [AAGRAPEVINE.ORG](http://AAGRAPEVINE.ORG).
- **GVRs LET THE GROUP KNOW WHEN THE LATEST ISSUE HAS ARRIVED.** Some GVRs have found it helpful to describe new issues or stories online in a few sentences. They may read the opening paragraph of an article, a joke from *At Wit's End*, mention the Grapevine Daily Quote online, or two or three titles from the Table of Contents (mentioning any special features or special sections).

### IN ADDITION:

- **GVRs MAY SUGGEST WAYS IN WHICH GRAPEVINE AND LA VIÑA CAN BE USED FOR TWELFTH STEP ACTIVITIES.** Some members, groups or districts sponsor subscriptions to newcomers or anniversary

celebrants, while other members, groups or districts sponsor gift subscriptions for community centers, libraries, hospitals, treatment centers, prisons or doctor's offices through the carry the message effort. Group members may bring the magazine into jails, rehabs, detoxes, and treatment centers.

- **GVRs CAN ENCOURAGE PARTICIPATION IN GRAPEVINE.** Articles, letters, anecdotes, and jokes are always needed by the magazine, as are photos, and the GVR can be helpful in getting members to submit original work.
- **SOME GVRs HAVE BEEN INSTRUMENTAL IN STARTING UP GRAPEVINE AA MEETINGS, WHICH BUILD THEIR DISCUSSIONS AROUND GRAPEVINE ARTICLES.** In addition to group activities, some GVRs get active in their district or attend area assemblies. The level of participation is up to individual GVRs and depends in part on what's going on in their locale. Some examples of district and area service include organizing a local Grapevine "Grape-athon" or "Grapevine Story Writing or Recording Workshops," attending committee meetings, helping the area chair set up a display at an AA event, or working with a district GVR to visit groups and get the word out about the magazine and the [AAGRAPEVINE.ORG](http://AAGRAPEVINE.ORG) website. The Grapevine office will be glad to put you in touch with your district GVR or area chairperson.

## COMPLIMENTARY MATERIALS

When you register with the Grapevine office as a GVR, you will receive a GVR kit and other complimentary materials:

- Writers'/Recording guidelines
- Information about current Grapevine and La Viña items
- The full-color Grapevine catalog
- Order form for complimentary materials
- Subscription order forms
- Flyers & Product Postcards

Any of these items may be requested singly or in bulk from the Grapevine office.

## More About Grapevine

**G**rapevine's articles whether for the magazine or website, most of which are written by AA members, cover many aspects of our program: getting and living sober, spirituality, group experience, and service. Stories about working the Steps and using the Traditions are regular features, along with such departments as: Emotional Sobriety; Our Personal Stories; Spiritual Awakenings; Newcomers; Sponsorship; and Into Action.

IN ADDITION THERE ARE REGULAR FEATURES SUCH AS:

- Dear Grapevine (letters)
- AA News
- If Walls Could Talk
- At Wit's End
- Old-Timers
- Young & Sober
- What's on Your Mind?

The Steps, the Traditions, the Preamble, and the Serenity Prayer appear in every issue.

The magazine is staple-free in response to AAs who take the Grapevine into correctional facilities and have seen what a lifeline the magazine is to alcoholics on the inside. They wanted the magazine to be available in all institutions, including those where stapled materials are prohibited.



VOICES OF  
LONG-TERM SOBRIETY  
OLD-TIMERS' STORIES  
FROM AA GRAPEVINE



HAPPY, JOYOUS  
& FREE  
The Lighter Side of Sobriety



SOBER & OUT  
Lesbian, Gay, Bisexual and Transgender  
AA Members Share Their Experience,  
Strength and Hope



YOUNG &  
SOBER  
Stories from  
AA Grapevine

## Additional Grapevine Publications

Since 1951, AA Grapevine, Inc. has produced many books which are collections of articles, by subject, from the magazine: *The Language of the Heart* (a collection of 150 articles by AA co-founder Bill W.), *Voices of Long-Term Sobriety*, *Beginners Book*, *Emotional Sobriety*, and *Spiritual Awakenings*, and recently *A Rabbit Walks Into a Bar* (cartoons), *One on One* (sponsorship), *Young & Sober* and many more. There are also many eBooks; reproductions of the Preamble, Serenity Prayer, and the Slogans; facsimiles of the 1951 and 1971 Grapevine magazines honoring Dr. Bob and Bill W.; a Grapevine wall calendar and pocket planner; and a copy of the first issue. Some groups offer these materials for sale at their meetings. For a complete description, please see the Grapevine catalog or visit the store at: [aagrapevine.org/store](http://aagrapevine.org/store).



**GRAPEVINE** online:

# **AAGRAPEVINE.org**

A treasure trove of information, the Grapevine website includes:

- **GRAPEVINE STORY ARCHIVE** where you can find every article, letter, editorial, special feature, joke, and cartoon published in the Grapevine magazine starting from our first issue in June 1944 to the present.
- **AUDIOGRAPEVINE** Grapevine magazine in audio format is included in Grapevine online subscriptions. Download and listen to the current issue, including the Editor's note and all the stories.
- **WRITE OR RECORD YOUR STORY** For guidelines go to: [aagrapevine.org/share](http://aagrapevine.org/share)
- **GRAPEVINE NEWSLETTERS** sign up online at [AAGRAPEVINE.ORG](http://AAGRAPEVINE.ORG) to receive free monthly newsletters with the latest on what is happening at the Grapevine delivered straight to your inbox.
- **GRAPEVINE QUOTE OF THE DAY** where you get a different quote from members' stories every day.
- **SPANISH LANGUAGE LA VIÑA WEB PAGES:** [aagrapevine.org/español](http://aagrapevine.org/español).

## **GVRs online: [AAGRAPEVINE.org/gvr](http://AAGRAPEVINE.org/gvr)**

This special section of the website is devoted to resources just for the GVR network. You'll find:

- **GRAPEVINE NEWS** read Grapevine's latest updates on [AAGRAPEVINE.ORG/GVR](http://AAGRAPEVINE.ORG/GVR)
- **DOWNLOADABLE COMPLIMENTARY MATERIALS** as well as the Grapevine catalog.
- **PRESENTATIONS AND FLYERS FROM OTHER GVRs.**
- **GRAPEVINE DISPLAY GALLERY** photos from GVRs of events held in their Areas.
- **WORKBOOK: A GUIDE TO THE GRAPEVINE AND LA VIÑA** a workbook for the magazines and AA Grapevine, Inc.



## La Viña

Spanish-speaking members of your group or in the institutions that your group visits will welcome the Grapevine's Spanish-language materials, especially *La Viña*, the bimonthly edition of the International Journal of AA written by Spanish-speaking AA members. *La Viña* was begun at the request of the 1996 General Service Conference to serve the growing community of Spanish-speaking AA members. Many English-speaking groups give gift subscriptions of *La Viña* to new Spanish-language groups and take *La Viña* into prisons and hospitals. For complete information on Spanish publications, please see the catalog or the online store for *La Viña* at: [WWW.AAGRAPEVINE.ORG/ESPAÑOL](http://WWW.AAGRAPEVINE.ORG/ESPAÑOL).

# New GVRs or RLVs

## WHEN A GROUP CHOOSES A NEW GVR OR RLV, WE NEED THE FOLLOWING INFORMATION:

- Full name, mailing address, and email address (if available) of the new GVR/RLV
- Full name of the group and its location (including city and state or province)
- The area and district numbers for the group
- Full name and address of previous GVR, if there was one

Please let us know if you move or if your group selects a new GVR. Having accurate information for the GvR roster saves us time and money, and keeps the magazine coming to your group in a timely fashion.

Sign up online at [WWW.AAGRAPEVINE.ORG](http://WWW.AAGRAPEVINE.ORG), or call (212) 870-3018, or write to GVRC, AA Grapevine, Inc., 475 Riverside Drive, 11<sup>th</sup> Floor, New York, NY 10115.

**IF THERE'S A PROBLEM WITH YOUR SUBSCRIPTION OR ANY OTHER ORDER** For fast resolution of any difficulty with subscriptions or any order, please call our customer service representatives toll free: 1-800-631-6025 (1-800-640-8781 for Spanish or 1-212-870-3456 for French). We're here to help. If the problem's not immediately resolved or if you or a member of your group needs additional assistance, please call 1-212-870-3457 or email [CUSTOMERSERVICE@AAGRAPEVINE.ORG](mailto:CUSTOMERSERVICE@AAGRAPEVINE.ORG).

**MISSING ISSUES** Occasionally, a monthly issue gets lost in the mail or delayed in transit. If you miss an issue, notify us. We are happy to replace it, or to extend the subscription — tell us which.

**A WORD ABOUT RENEWAL NOTICES** The first notice goes out far enough in advance of the expiration date so that subscribers who send a payment promptly won't miss any issues. A total of seven notices are sent, if necessary, to give the lapsed subscriber a chance to renew.

**CHANGE OF ADDRESS** To keep the magazine coming without interruption of service, please let us know in advance if your address changes. Send your subscription label (or your old address) to: Grapevine, PO Box 16867, North Hollywood, CA 91615-6867.

## Frequently Asked Questions About **GRAPEVINE**

**Q WHO WRITES GRAPEVINE?** AA members — like you and those in your home group — write the articles that appear in the magazine or on the website. To encourage prospective writers, some GVRs/RLVs make the Writers' Guidelines available at meetings. They are also available online at [AAGRAPEVINE.ORG](http://AAGRAPEVINE.ORG) on the Resources/GVR page, or by requesting them from the GVR Coordinator.

GVRs can tell AA members that there are at least four good reasons to write for the magazine:

First, since the magazine can't commission paid articles, its continued existence depends on contributions from its readers and from AA as a whole. Second, as a mirror of AA membership, Grapevine needs to hear from as broad a spectrum of AAs as possible. Third, it isn't necessary to be a professional writer, or even to have written anything before, in order to submit to the magazine. Personal AA experience, strength, and hope and a desire to help others are all that you need.

And fourth, writing a Grapevine article is a form of Twelfth Step work: its purpose is to carry the message. An article written today and published next year may end up in a packet of back issues sent to a prison or hospital or school library, and in this way will reach out from today to a still-suffering alcoholic in the future. Grapevine articles carry the message, but they don't do it only once; they do it every time the magazine is opened and read.

**Q WHAT KINDS OF ARTICLES ARE CHOSEN FOR GRAPEVINE?** Grapevine articles are usually first-person accounts of experience, strength, and hope which describe those drinking days or focus on recovery through the AA program.

The magazine seeks to reflect all the joys and sorrows of living sober in AA, and it doesn't shrink from looking at the hard questions of a changing Fellowship — without, however, presenting them in a contentious manner. Anything that actually happens in AA can be considered for publication. Every AA member has an individual way

of working the program, so articles may be published that appear to contradict each other — because what works for one person may not work for another.

Many photographs and illustrations for the covers and the inside are contributed by AA members who are professionals or talented amateurs. The editors welcome such submissions.

Send digital images to: [gveditorial@aagrapevine.org](mailto:gveditorial@aagrapevine.org). Please note that digital files must be attached as high resolution JPEGs (300 DPI).

The magazine doesn't publish poetry, personal prayers, or tributes to individual members. No payment can be made for articles accepted for publication nor can material be returned. For further information, see the Writers' Guidelines.

**Q IS THE GRAPEVINE CONFERENCE-APPROVED?** As Grapevine is published twelve times a year and the Conference meets annually, it would be impossible to approve every issue, but Grapevine is recognized by the Conference as The International Journal of Alcoholics Anonymous, by extension La Viña is recognized as well. As GVR, however, you can assure AAs that Grapevine is most assuredly AA literature. The groups voted to adopt it as AA's international magazine back in 1945. And in 1986, the Conference reaffirmed this when they passed the following Advisory Action:

“Since each issue of the Grapevine cannot go through the Conference-approval process, the Conference recognizes the AA Grapevine as the international journal of AA.”

There has been a Conference Committee on Grapevine since 1954, and matters of importance to the Fellowship as a whole are brought to the Conference through that Committee. Three members of the AA Grapevine staff and all directors of the Grapevine Corporate Board are members of the Conference, and many Conference Actions past and present have encouraged use of the Grapevine in service and for personal sobriety.

It's important to note, however, that the magazine's articles "are not intended as statements of AA policy, nor does publication imply endorsement by either AA or AA Grapevine," as our editorial policy states. When you read Grapevine, you're connecting to the wide variety of members — male and female, young people and older folks, believers and agnostics, beginners and old-timers. It is, as Bill W. often said, a "mirror of the Fellowship."

**Q** **HOW IS GRAPEVINE SUPPORTED FINANCIALLY?** The AA Service Manual explains that "financially, the Grapevine is supported entirely by revenues from sales of the magazine and special items." Grapevine does not solicit contributions; any that are received are put aside in a special fund, which provides subscriptions for inmates or other AAs who can't afford the cost. The Manual goes on to say that "Grapevine finances are reviewed by the Trustee's Finance Committee, and on an annual basis cash in excess of current operating needs is transferred to and invested with the General Service Board Reserve Fund."

## Additional Resources

**A** General Service Conference-approved pamphlet about Grapevine and its place in the AA service structure is available online at [AA.ORG](http://AA.ORG) or from the General Service Office, Box 459, Grand Central Station, New York, NY 10163. The AA Service Manual contains helpful information about the Grapevine, as well.

Many "GVR friendly" enhancements have been added to the AA Grapevine website, [WWW.AAGRAPEVINE.ORG](http://WWW.AAGRAPEVINE.ORG). Some of these include contact information, updated excerpts from the workbook *A Guide to AA Grapevine* originally published in 1994, and GVR registration forms. You can also read about the current issue of Grapevine there and access an up-to-date online catalog.

# Subscription Options

## Subscription Information\*

### SUBSCRIPTION RATES FOR THE GRAPEVINE (ALL IN US FUNDS):

US	1 year...\$28.97;	2 years...\$54
CANADA	1 year...\$35;	2 years...\$65
INTERNATIONAL	1 year...\$42;	2 years...\$78

### SUBSCRIPTION RATES FOR GV ONLINE \$34.97

### SUBSCRIPTION RATES FOR GV COMPLETE (COMBINES GV PRINT & ONLINE) \$49.97

### SUBSCRIPTION RATES FOR LA VIÑA

US	1 year...\$11.97;	2 years...\$22
INTERNATIONAL	1 year...\$14;	2 years...\$26

**FOR BULK (MULTIPLE COPY SUBSCRIPTIONS GOING TO A SINGLE ADDRESS) SUBSCRIPTION RATES, PLEASE WRITE:** CUSTOMERSERVICE@AAGRAPEVINE.ORG or call 1-800-631-6025.

**GIFT SUBSCRIPTIONS** are also available at the same price as regular subscriptions.

**GIFT CERTIFICATES** are now available for Grapevine and La Viña print magazines and Grapevine Online. Visit: AAGRAPEVINE.ORG.

**BY-THE-MONTH ISSUES:** Groups that do not have money to pay for a yearly bulk subscription may order ten or more copies on a month-to-month basis. Prices are the same as back issues, listed below.

**BACK ISSUES:** A back issue can be purchased if copies of the desired issue are still available. \$2.75 each for 1 – 9 copies; \$2.50 each for 10 copies or more.

**BACK ISSUE 30-PACKS:** Because Grapevine and La Viña articles are timeless, AA members often use back issues as sample copies for new members, hospitals, institutions, and the military; or they place them in reading rooms of correction and treatment facilities. The price of a 30 pack (a random assortment of 5 or 6 back issues) is \$54 plus shipping.

*\*All prices as of July 1, 2015*

# Contact Information

## **OUR LOCATION:**

AA Grapevine, Inc.  
475 Riverside Drive  
11<sup>th</sup> Floor  
New York, NY 10115  
212-870-3400 PHONE  
212-870-3301 FAX

## Email Addresses:

**GVR COORDINATOR** For more information, to register, or to request GVR materials: [GVRC@AAGRAPEVINE.ORG](mailto:GVRC@AAGRAPEVINE.ORG)

**EDITORIAL CONTENT** Questions about magazine content or editorial policy: [SENIOREDITOR@AAGRAPEVINE.ORG](mailto:SENIOREDITOR@AAGRAPEVINE.ORG)

**OBTAIN REPRINT PERMISSION** Reprint permissions and copyright inquiries: [CONTROLLER@AAGRAPEVINE.ORG](mailto:CONTROLLER@AAGRAPEVINE.ORG)

**SUBMIT A STORY, PHOTO, OR ART** Please see our Submission Guidelines for details on submitting your work, or go to [WWW.AAGRAPEVINE.ORG/SHARE](http://WWW.AAGRAPEVINE.ORG/SHARE). If your work is fairly short, the simplest way to submit it is within the body of your email. However, if you do wish to attach a file to your email, please save the document in Word (.doc) or rich text format (rtf).

**SEND MANUSCRIPTS, CALENDAR EVENTS, AND HUMOR SUBMISSIONS TO** [GVEDITORIAL@AAGRAPEVINE.ORG](mailto:GVEDITORIAL@AAGRAPEVINE.ORG)

**SEND PHOTOS AND ARTWORK (TIFF OR JPEG) TO** [GVEDITORIAL@AAGRAPEVINE.ORG](mailto:GVEDITORIAL@AAGRAPEVINE.ORG). Please include your name and address with each illustration or photograph (and note the location of the photograph)

**GRAPEVINE REP COORDINATOR** For GVR/RLV information: [GVRC@AAGRAPEVINE.ORG](mailto:GVRC@AAGRAPEVINE.ORG) or 1-212-870-3018

**CUSTOMER SERVICE** Subscriptions and Grapevine Items. For all inquiries related to subscriptions, including new subscriptions, issues not received, address changes, and other related circulation problems or inquiries: [CUSTOMERSERVICE@AAGRAPEVINE.ORG](mailto:CUSTOMERSERVICE@AAGRAPEVINE.ORG) or 1-800-631-6025