

Radius Sponsorship and Exhibit Request Form

Organization Information

Legal Name of Organization:		
Organization Mailing Address:		
Organization Email:		Organization Telephone:
Organization Website:		
Authorized Representative of Organization:	Email:	Phone:
Is the Organization tax-exempt as defined by the IRS? <input type="checkbox"/> Yes <input type="checkbox"/> No	Tax ID Number:	

Funding Request

Indicate Type of Request:	
<input type="checkbox"/> Sponsorship	<input type="checkbox"/> Exhibit only
<input type="checkbox"/> Corporate Membership	<input type="checkbox"/> Other (describe)
Purpose (e.g., fundraising, disease awareness)	
Amount Requested (\$)	
Are there other funding levels available? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain the other levels or provide a prospectus.
Indicate the tangible commercial benefit that Radius will receive as a benefit of this funding:	
<input type="checkbox"/> Exhibit or booth opportunity	<input type="checkbox"/> Corporate membership in an organization
<input type="checkbox"/> Banner at a conference	<input type="checkbox"/> Other (please describe or attached a prospectus):
<input type="checkbox"/> Advertising space	
<input type="checkbox"/> Tickets to an event	

Event Information

Event Name
Event Date (s)

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Event Venue (include name, address, city, state)
Is the exhibit opportunity available to other companies – the request is a general solicitation (e.g., the same price is offered to other companies)? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is the exhibit space separate from the education space? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name(s) of Radius Employee(s) Anticipated to Attend:

Requester Responsibilities

Please send this Application and all required documents to sponsorshprequest@radiuspharm.com **at least 60 days prior to the event.**

1. Submission of All Documents

- Signed and completed Request Form
 - For Sponsorships, a VP signature is required prior to submission.
- Documentation from requesting Organization (e.g. funding request letter, prospectus or brochure, meeting agenda, levels of funding available)
- Defined Benefits to Radius (documentation that lists the specific benefits to Radius; not only for the level of funding requested, but for all funding levels available)
- Proof of tax exempt (i.e. Organization’s IRS tax determination letter or Form 990)
- Completed W-9 (W-8 for ex-US applicants)

2. Booth Materials and Signage:

- All materials and signage to be used in the Radius exhibit booth must be approved by the appropriate Radius Review Committee or Legal.
- If product materials will be shown for products not currently approved in the host country, signage must be available at the Radius booth to note this to attendees.
- Signage/mechanisms should be in place to prohibit the provision of Educational Items to Government Employees and HCPs from certain states, e.g., Vermont.

To the best of my knowledge, the information I have provided in this document is complete and accurate. I confirm that a legitimate business need exists. I confirm that this activity will be conducted as described above and in accordance with applicable local, regional laws and industry codes, including Radius Compliance Policies. I understand that certain states have specific limitations or prohibitions that I am responsible for understanding and following.

	Name	Signature	Date
Requestor			
Department/Function		Cost Center	

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Radius Reviewers

Reviewer Name	Reviewer Title	Signature	Date	Amount Approved	Denied
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>