



Co-op Fund Approval Form

Approval code: []

Pre-approval is required in advanced of any activities.

Once approved, approval code will be assigned by marketing.

Partner Information

Company Name: []

Phone number: []

Date: []

Fax number: []

Requester's Name: []

Email: []

[]

Total Cost of Activities (USD)

[]

Amount Requested (USD)

Date of Activity []

Partner's Signature/Date []

Activity Information

Date & Venue of Activity []

Objectives of Activity []

Target Promotion Model []

Target Audience []

Expect ROI after Activity []

Program (or Timeline) of Activity []

INSTRUCTIONS: Please provide complete details on proposed activity such as date & venue of the activity, timeline, how you plan to use the Co-op Fund to enhance Edgecore Networks sales results, expected ROI, etc. Attach documentation, cost estimate(s) and proposal(s). Specify the model number for promotions & number of attendee for events if any.

Type of Activity: []

- Marketing Collateral Materials, Exhibitions/Tradeshows, Event / Sponsorship / PR, Print / billboard / Media Advertising, Seminars/Training program, Sales / Media promotions, Promotional/Giveaways/Premiums items, Educational program, Others: Please indicate, Purchase Edgecore Giveaway/Marketing Materials, Purchase Edgecore Product samples

Pre-approval is required in advanced of any activities. (Following signitures are required to complete before any activities)

Internal Pre Authorization Approval & Signature

Supported by Account Sales [] Date []

Supported by Sales Head [] Date []

Supported by Marketing Manager [] Date []

Approval No. (Issued by Marketing) [] Date []

[]

Approved Claimed Amount

Claims Details (To be completed after the advertisement/event has taken place)

INSTRUCTIONS: Please attach supporting documents with claims (includes invoices bill to Edgecore Networks, mailers, invitations, printed, media, physical sample, photos, attendee list for seminar etc)

[]

Total Amount Claimed

Edgecore Networks Finance Office [] Date []

Approval code: []

Approved by Marketing [] Date []

Claims code (KA) []

Invoice []
Photo(s) []
Actual sample(s) []