



ORTHOFIX REQUEST FORM: EDUCATION GRANT, CHARITABLE CONTRIBUTION, OR FUNDRAISING SUPPORT

Important: This form must be completed by external organizations only. Orthofix employees, agents, and distributor principals may not complete this form. Submit completed forms and all required documentation at least 6 weeks before the event start date to: Grants@Orthofix.com

1. Request Overview

Education Grant

Charitable Contribution – Monetary

Charitable Contribution – Product
Donation

Fundraising/Gala Event

- Date of Request:
- Name of Requesting Organization:
- Organization's Tax ID / Business Registration Number:
- Is the organization tax-exempt?

Yes

No

If yes, attach exemption
documentation

2. Contact Information

- Name of Individual Submitting the Request:
- Title/Role:
- Phone Number:
- Email:

3. Funding Details

- Currency and Total Amount Requested:
- Purpose: How will the funds be used?
- Payee Name (payment must be made directly to organization):

- Will payment be made to or benefit a health care professional (HCP) or a facility owned by an HCP? ☐ Yes ☐ No

If yes explain:

4. Event Details (if applicable)

- Name of Event:
- Date(s):
- Location:
- Is the event primarily educational in nature? ☐ Yes ☐ No
- Will CME credit be offered? ☐ Yes ☐ No (If yes, attach accreditation documentation)

- Target audience:
- Is the event being held at a resort or luxury venue? ☐ Yes ☐ No
- Is the event publicly promoted or widely advertised? ☐ Yes ☐ No
- Are other companies supporting the event? ☐ Yes ☐ No

Attach list/provide names if yes

5. In-Kind Requests

- Are Orthofix products, instrumentation, cadavers, or samples being requested? ☐ Yes ☐ No
- If yes, attach/describe a list of requested items and quantity
- Will any items be returned to Orthofix? ☐ Yes ☐ No

6. Required Documentation

- Attach the following as applicable (incomplete submissions will be returned):
- For Educational Courses or Events:
 - Course agenda
 - Documentation of CME accreditation (if applicable)

- Materials sent to attendees (showing educational purpose and appropriate venue)
- Full event budget (highlighting educational content % and overhead)
- List of other corporate supporters
- Articles of Incorporation & bylaws
- IRS Form 990
- Documentation of tax-exempt status (e.g., 501(c)(3), 501(c)(6))
- W-9 (for U.S. entities) or business registration (for non-U.S. entities)
- List of Board of Directors
- For Product Donations (not tied to education, e.g., mission trips):
 - Letter on organization letterhead describing mission scope and destination
 - Detailed list of requested products and their intended use

7. Certification

I certify that the information provided in this request is complete and accurate. I understand that submission does not guarantee approval and that Orthofix decisions are not influenced by prescribing, purchasing, or recommending its products.

- Name:
- Signature: