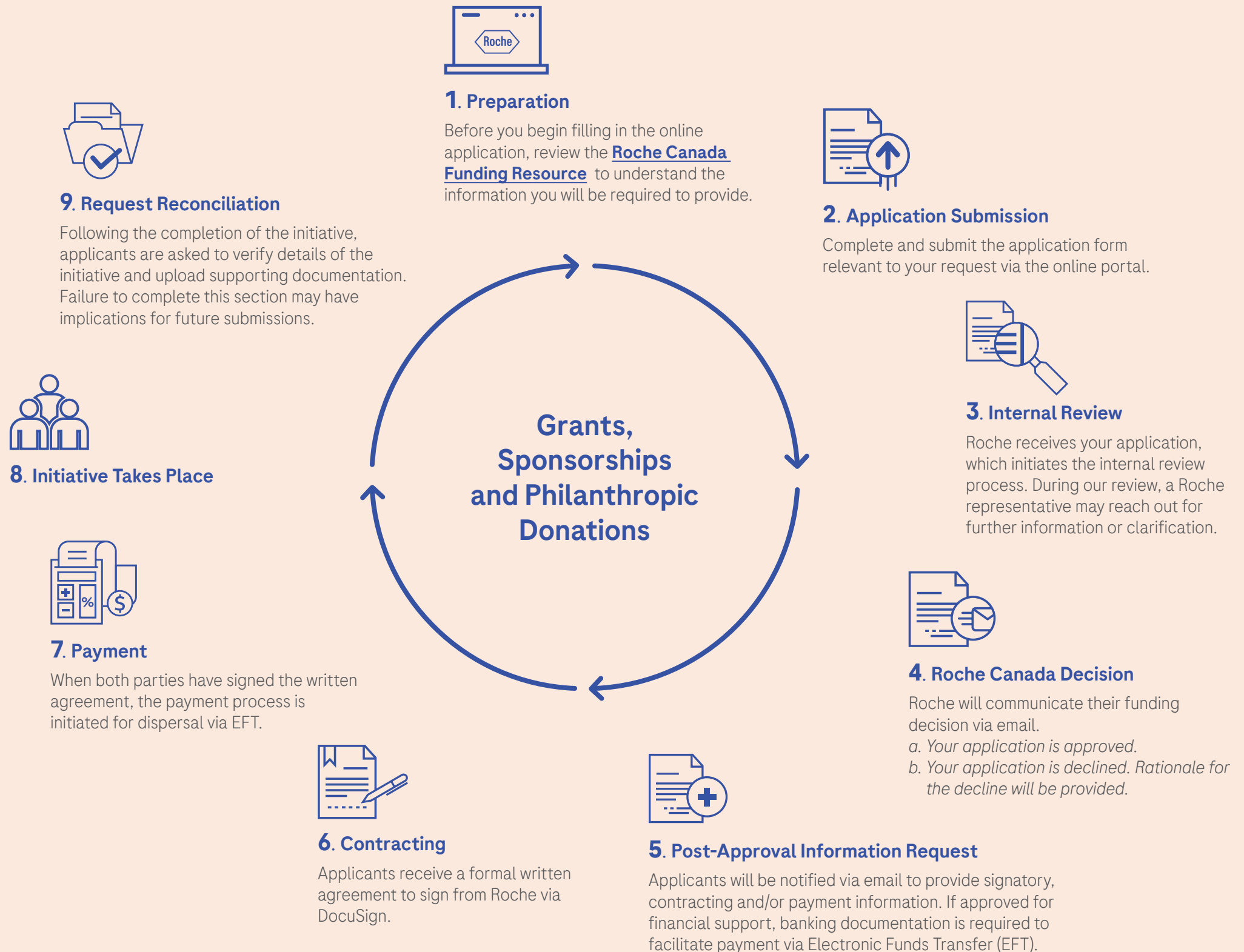


# Roche Canada Funding Request Process

## What to Expect



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Roche

## What to Expect



### 10. Internal Review #2

Roche reviews the returned attestation letter to determine if all criteria have been met.

- Payment approved:* If all requirements are satisfied, the payment process is triggered and funds will subsequently be dispersed via EFT.
- Payment Declined:* If criteria is not met, Roche will send an email communicating this, informing the HCP that the contract has been voided and that Roche will not issue payment.



### 9. Attestation Letter Returned

Applicants will be notified via email to upload a completed Schedule B ([attestation letter](#)) of the original written agreement.



### 8. Shareback Presentation

Within 60 days of the international event taking place, the applicant must render a verbal presentation to colleagues (HCPs) imparting knowledge obtained by attending the international event.



### 7. International Event Takes Place



### 1. Preparation

Before you begin filling in the online application, review the [Roche Canada Funding Resource](#) to understand the information you will be required to provide.



### 2. Application Submission

Complete and submit the International Conference Support (ICS) application form. Applications must be submitted at least 45 days prior to the start date of the international event.



### 3. Internal Review

Roche receives your application, which initiates the internal review process. During our review, a Roche representative may reach out for further information or clarification.



### 4. Roche Canada Decision

Roche will communicate their funding decision via email.

- Your application is approved.*
- Your application is declined. Rationale for the decline will be provided.*



### 5. Post-Approval Information Request

Applicants will be notified via email to provide signatory, contracting and payment information. Banking documentation is required to facilitate payment via Electronic Funds Transfer (EFT).



### 6. Contracting

Applicants receive a formal written agreement to sign from Roche via DocuSign. Contracts are to be executed at least 6 weeks prior to the international event.

