



MDF Claim Form

Partner Information

Company Name: Date:
Contact Name: Job Title:
Contact Email: Contact Phone:

Type of MDF Activity

Advertising Event Other

Proof of Performance Attached

Copy of Invoice Product Collateral Event/Trade show Booth Photos
Ad Copy Expense Receipts Copy of Email/Direct Mail Sent
Other:

Details

Summary of Completed Marketing Activity (Include date of Activity):

Assessment of Activity – would you do it again? Why/Why Not?:

MDF Claim Amount:

Confirmation of MDF Claim Submission

All claims are reviewed and audited for compliance and completeness before VTech processes them for reimbursement. You will receive an email from your ICAM once their claim has been reviewed. If additional information is needed it will be requested at that time; otherwise you will be notified that your claim has been submitted for payment. Payments will be by check and sent out within 30 days from receipt of the approval email.

Partner Signature

Date

Date of Original MDF Approval

Pre-Approved Amount