



**Request for Reimbursement for Gift Worth MORE than US \$125 per person**

**Request for Reimbursement for Meals, Entertainment, and Logos Worth MORE than US \$125 per person**

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Before submitting, you should have already obtained the approval of both your manager and business leader.

Refer to *Procedures Government Interactions With Government Officials*

**SECTION 1 – BENEFIT INFORMATION - DESCRIPTION**

|                         |                      |                      |       |
|-------------------------|----------------------|----------------------|-------|
| REQUESTER/REPORTER NAME | GLOBAL BUSINESS UNIT | TELEPHONE NO.<br>( ) | EMAIL |
|-------------------------|----------------------|----------------------|-------|

TITLE/POSITION

**SECTION 2 – BENEFIT INFORMATION - DESCRIPTION**

DESCRIPTION OF BENEFIT (attach a separate sheet of paper if the space provided below is inadequate)

| TYPE   | DESCRIPTION | TOTAL NO. OF DAYS | TOTAL ESTIMATED US \$ VALUE | US \$ VALUE PER PERSON |
|--|-------------|-------------------|-----------------------------|------------------------|
| <b>MEALS(\$)</b><br>For each recipient, list number and type(s) of meal(s), e.g. breakfast, lunch, dinner and location of each.  |             |                   |                             |                        |
| <b>LODGING</b><br>For each recipient, list hotel name or other lodging, location, & type of room, e.g., standard, suite.   |             |                   |                             |                        |
| <b>LOCAL GROUND TRANSPORTATION</b><br>For each recipient, list transportation, e.g. rental car, company bus, and describe destinations, including any 'side trips' or entertainment.                             |             |                   |                             |                        |
| <b>AIR TRAVEL (INTERNATIONAL)</b><br>For each recipient, list itinerary (including country of origin, all stops and port of entry) & class (e.g., first, business, economy) and dates of travel.                 |             |                   |                             |                        |
| <b>AIR TRAVEL (DOMESTIC)</b><br>For each recipient, list itinerary & class (e.g., business, economy) and dates of travel   |             |                   |                             |                        |
| <b>RECEPTION(S)</b><br>List location of reception, e.g., hospitality suite at hotel or club. Describe food, beverages, & other fare for proposed event. Describe if entertainment is integral to proposed event. |             |                   |                             |                        |
| <b>GIFT(S)</b><br>For each recipient, describe gift(s) & indicate whether embossed with nVent logo.  |             |                   |                             |                        |

Form A/B  
**BUSINESS EXPENDITURE INVOLVING GOVERNMENT OFFICIAL(S)**  
 Complete and Submit to Ethics@nVent.com



|   |              |  |  |  |
|---|--------------|--|--|--|
| <b>LOGO ITEMS</b><br>For each recipient, describe item(s) embossed with nVent logo in this category                                     |              |  |  |  |
| <b>ENTERTAINMENT</b><br>For each recipient, describe proposed entertainment, e.g., concert, golf outing, sporting event & location      |              |  |  |  |
| <b>OTHER (INCLUDING SPONSORSHIPS)</b><br>For each recipient, describe any other proposed gratuity, payment or benefit not listed above. |              |  |  |  |
| Sum the total estimated value and the total per person cost   | <b>TOTAL</b> |  |  |  |

**SECTION 2 – BENEFIT INFORMATION - DESCRIPTION**

|                     |      |                       |         |                 |
|---------------------|------|-----------------------|---------|-----------------|
|                     |      |                       |         |                 |
| LOCATION OF BENEFIT | CITY | STATE (if applicable) | COUNTRY | DATE OF BENEFIT |

Details of nVent personnel & any other persons (other than government official(s) who will be present & receive & participate in the benefit (attach a separate sheet of paper if the space provided below is inadequate)

| NAME | TITLE | PENTAIR BUSINESS UNIT |
|------|-------|-----------------------|
|      |       |                       |
|      |       |                       |
|      |       |                       |
|      |       |                       |

**SECTION 3 – GOVERNMENT OFFICIALS INFORMATION**

Description of recipient(s)/attendee(s) (attach a separate sheet of paper if the space provided below is inadequate)

| NAME | TITLE | PENTAIR BUSINESS UNIT |
|------|-------|-----------------------|
|      |       |                       |
|      |       |                       |
|      |       |                       |
|      |       |                       |

If multiple recipients, name of the most senior recipient:

Payment for spouses/family members of government officials for travel/lodging is prohibited. Payment for spouses/family members of the government official(s) for other purposes (e.g., entertainment), is strongly discouraged. However, under those rare circumstances where it is necessary, provide names of those who will be present & receive the benefit & their relationship to the government official(s).



Customer relationship (check ALL that apply)

|                    |   |
|--------------------|---|
| POTENTIAL CUSTOMER | CURRENT NEGOTIATIONS, OPEN TENDERS OR ONGOING PROJECTS WITH ANY |
| CURRENT CUSTOMER   | RECIPIENTS - Describe:  |
| PAST CUSTOMER      |   |

**SECTION 4 – OTHER INFORMATION**

Does the relevant customer contract contain any prohibition or limitation on, or other reference to giving of gifts, gratuities, or other items of value to the customer or its officers or employees?

YES      NO      If YES, please attach a copy of the relevant contract provision to this form.

**Will the government official(s) be traveling on a Government ‘per diem’?**      YES      NO

If YES, list the amount of the ‘per diem’. \_\_\_\_\_

**SECTION 5 – OTHER INFORMATION (CONTINUED)**

In the case of travel and/or lodging, respond to the following questions:

|  |     |    |
|--|-----|----|
| 1. Has the travel and/or lodging been approved by the government officials supervisors or superiors?<br>If YES, attach written evidence of the approval.                             | YES | NO |
| 2. Is the travel and/or lodging provided pursuant to an express requirement in a written agreement between nVent and a customer?<br>If YES, attach written evidence of the approval. | YES | NO |
| 3. Will nVent charge the costs associated with travel and/or lodging back to the customer?   | YES | NO |
| 4. Is a cash per diem being proposed? If yes, state the amount per day, and the purpose.   | YES | NO |

**Previous benefits**

To your knowledge or belief, have any of the government officials received any other benefit from nVent in the last 12 months?

YES      NO

If YES, describe all other benefits that nVent has provided to the government official(s) identified above and, in the case of air travel and/or lodging, other government officials employed by the same Government. Please attach copies of prior request forms (attach a separate sheet of paper if the space provided below is inadequate)

**Other relevant information**



**SECTION 5 – REPORTING RELATIONSHIPS**

YOUR MANAGER'S NAME AND TITLE

YOUR HR REPRESENTATIVE

YOUR GLOBAL BUSINESS UNIT LEADER

**SECTION 6 - CERTIFICATION**

I hereby certify that:  
(i) the information provided above is true, accurate, and complete;  
(ii) the benefits provided comply with nVent's *Anti-Bribery Policies and Procedures Governing Interactions with Government Officials*;  
(iii) I have already received the approval of my business manager.

| REPORTER'S NAME | SIGNATURE | DATE |
|-----------------|-----------|------|
|                 |           |      |