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| **For official use only** | **Job Code:**  | **Date of prep:** |

**Servier Request for Support Application Form**

Thank you for approaching Servier Laboratories Ltd to consider a request for support, whether financial or non-financial. Servier Laboratories Ltd. is committed to supporting the NHS and healthcare professionals to enhance the care of patients within the UK. In addition, Servier is committed to supporting the healthcare community in the on-going educational development of healthcare professionals and other relevant decision makers, whilst also providing support to healthcare organisations and patient organisations through the provision of grants, donations and sponsorship for the purposes of supporting healthcare, scientific research and education.

To apply for support from Servier Laboratories Ltd please complete this application form.

**For guidance on how to apply for support, please refer to the “Guide to Applying for Support” document.**

1. **Details of the applicant**

|  |  |
| --- | --- |
| **Title** |  |
| **Name** |  |
| **Job title** |  |
| **Email address** |  |
| **Mobile number****(required for docu\_sign contracting)** |  |
| **Phone number** |  |
| **Work address** |  |

1. **Details of the organisation**

|  |  |
| --- | --- |
| **Organisation name** |  |
| **Address** |  |
| **Organisation type** |  |
| **Registered Charity number (if applicable)** |  |
| **Are other organisations, institutions or companies involved in the activities for which you are seeking support? *If yes, please detail below:*** |

1. **Summary of the planned activity**

|  |  |
| --- | --- |
| **Summary of the planned activity**(for events/meetings, please also include an agenda and details about any venues & hospitality provided) |  |
| **Type of activity**  |  |
| **Objective of the activity** |  |
| **Details of how the activity supports healthcare, scientific research or education** |  |
| **Timeline of the activity** |  |
| **Estimated cost of the activity**  |  |

1. **Summary of the requested support**

|  |
| --- |
| **Detailed description of the requested financial and/or non-financial support.**  |
| **If applicable, the level of requested financial support (£) needed from Servier Laboratories Ltd with a breakdown of costs and detailed description of how the funds will be used** |
| **Full timescales and duration of support required.** Please note your application should be received ideally 8 weeks before the event, to allow for our internal consideration process. Please also note we are unable to sponsor retrospective requests  |
| **Will Servier be the sole supporter for this activity?** |  |
| **Have you requested and/or received support from Servier in the last 12 months? *If yes, please detail below:*** |

Please send your Request for Support Application Form either by email to: GDrequests-uk@servier.com

or by post to:

**Request for Support Committee Administrator**

**Servier Laboratories Ltd**

**Sefton House, Sefton Park**

**Bells Hill, Stoke Poges**

**SL2 4JS**

**Application timelines**

Please note that applications may take up to 4-6 weeks to process in order that we may give each application our full and fair consideration.

Your request will be given due consideration. Please understand that no guarantee can be made that the funding will be approved as various checks, including adherence to the ABPI Code of Practice and Servier Laboratories Ltd internal policy, will need to be carried out.

**For more information on the application process, please refer to the Servier “Guide to Applying for Support” document.**