



Talos Engineered Products Sponsorship Policy

Talos Engineered Products receives many requests to sponsor various activities such as local sports clubs / teams, charitable organizations and events and specific programs. Talos Engineered Products is restrictive and selective in its consideration of sponsorships because the business value is usually limited while there are ethical risks to be considered. This policy provides clarity in what and how Talos Engineered Products sponsors, making it easier for Talos' employees to manage sponsorship requests in a way that strengthens the community and local relationships while avoiding ineffective use of Talos' resources. All sponsorship activity must comply with this sponsorship policy and must be run through the Talos Marketing and People + Culture Department for approval.

This policy specifies: activities that are classified as sponsorship, the connection between sponsorship and Talos' brand and business ethics, what and how Talos shall sponsor and who it is that makes sponsorship decisions. The policy applies to all employees, temporary employees and directors of Talos Engineered Products. This policy covers all sponsorship issues, irrespective of the amount or activity involved.

About Talos Engineered Products

Located in the heart of Middle Tennessee, Talos Engineered Products is the leading manufacturer of pre-engineered and custom-engineered bulk handling conveyor equipment and accessories. Our primary focus is providing exceptional value to our customers through excellent customer service, thoughtful engineering, quality manufacturing, and timely delivery.

For TALOS, corporate social responsibility is at the heart of the business and one of its foundational pillars—a commitment to improving lives that transcends mere public relations or impressing others. When TALOS was established in 1982, the founders set out with clear intent *“to show how business can improve lives and love others,”* a statement that underpins the company's culture.

Definition of a Sponsorship

For the purpose of these guidelines, “sponsorship” means a contribution from a business (either in cash or in-kind) that is provided as a donation to support specific programs, activities and organizations within the local community of Talos Engineered Products. The term “sponsorship” refers to any situation where Talos Engineered Products, or anyone acting on its behalf, provides contributions, through the provision of goods or services, to a third party at no cost or a discounted cost, or where Talos Engineered Products makes charitable contributions to a third-party organization.



Consistency with Talos Engineered Products' Mission and Business Ethics

At Talos Engineered Products, our mission is to “show how business can improve lives and love others.” Talos will not partner with businesses, organizations or events for sponsorships if the business or products sold are inconsistent with Talos’ core values and mission.

To prevent risk of corruption, Talos Engineered Products’ employees shall act in accordance with the following: Sponsorships may not under any circumstances be provided (i) to influence a pending decision; (i) as part of a personal benefit to an individual or individuals associated with the recipient organization; (ii) without complying with the approval and documentation requirements of this policy; (iii) as part of a transaction involving the exchange of services within or outside the scope of a project; or (iv) to in any other way influence someone improperly.

All activities and organizations sponsored by Talos Engineered Products shall be aligned with the company’s business ethics policies, which set high standards and require Talos employees, and contractors acting on Talos’ behalf, to always act ethically and in Talos Engineered Products’ best interests. Accordingly, sponsorships may not be connected to fraud, secret agreements, conflicts of interest, or bribes and may not be coercive or result in collusion or other unlawful competition.

Review and Approval

Talos Engineered Products generally refrains from offering sponsorships. Where sponsorships are considered, it is a fundamental rule that any sponsorship Talos does offer, whether internal or external, must be reviewed and approved by the company president, relevant business area’s vice president and Talos’ Marketing and People + Culture department. Please allow up to 6 weeks for our review process. If there is a need for additional information, Talos Engineered Products will contact the organization or individual directly.

What Talos can Sponsor

Talos Engineered Products’ sponsorships shall promote the following values:

- ❖ Clearly support Talos Engineered Products’ business on a long-term basis by strengthening Talos’ brand, market position and demonstrating Talos’ recognized expertise.
- ❖ Provide long-term value to the beneficiaries of the sponsorship.
- ❖ Be aligned with Talos Engineered Products’ business ethics and values.
- ❖ Be aligned with Talos Engineered Products’ communication and brand guidelines.

Criteria:

- All applications must be received at least 6 weeks prior to any recognition or print deadline.
- No multi-year commitments will be considered.
- Talos Engineered Products’ staff will not manage event logistics but will manage Talos attendee participation.
- Talos does not allow nonprofit or employee solicitation from our suppliers, customers, partners or stakeholders.
- Event sponsorships are awarded at the discretion of the company.



All event sponsorship requests must be submitted through our online application process. Talos employees may not submit on behalf of an organization or individual. A confirmation email will be sent to the email provided in the application and an additional notification once a decision has been made.

Exclusions

Talos Engineered Products reserves the right to determine whether any organization is ineligible. Funds are not available for the following:

- Organizations that are in conflict with Talos Engineered Products' or do not share Talos' values
- Hospitals and medical related fields
- Individual requests, such as personal fundraisers and scholarships
- Political candidates, campaigns or organizations
- Travel expenses
- Private clubs, fraternities or sororities
- Pageants
- Athletic endeavors or scholarships designated for athletes
- Tax-supported entities
- Foundations for purposes of building endowment

Employee Responsibility

All employees are responsible for ensuring that they are aware of and comply with these policies and procedures. All employees are responsible for familiarizing themselves with the guidelines and following them at all times.



Talos Engineered Products Sponsorship Application

All sponsorship applications can be submitted directly to sponsorship@talosep.com

All applications must be submitted directly through email. No inquiries or applications will be accepted via text message, telephone call, social media or in-person.

Inquiry Info			
Contact Name		Today's Date	
Organization Name			
Inquiry Dates			
Response Due By			

Key Contact Information			
Contact Name		Email Address	
Organization		Phone Number	
Title		Ext.	
Preferred Contact Method			
Address			
Website			

Organization Information	
Organization Name	
Organization Type	
Address	
City/State	
Please describe your event or organization	