The University of Texas System

RETIREMENT PROGRAMS SALES SOLICITATION AGREEMENT

As a representative of the Vendor indicated below, I agree that I will:

- Conduct myself in a professional manner and in accordance with the Regents' Rules and Regulations of The University of Texas System (U.T. System) and U.T. System institutions regarding sales activities; and
- Familiarize myself with and conduct my professional activities in accordance with U.T. System policies regarding sales activities.

I will not engage in the following activities:

- In-person, promotional cold-calls on employees;
- Promotional telephone calls to employees that interfere with the academic or institutional programs and activities of the U.T. System institution;
- Utilize the U.T. System institutional internal mail or electronic mail system for solicitation purposes; or
- Provide gifts or monetary rewards directly or indirectly to any employee of the U.T. System for information on newly eligible employees.

I understand that an employee may request that a Vendor representative provide information about proposed plans or coverages to them during working hours, provided that such presentations do not disturb or interfere with the normal business of the U.T. System institution. Any meetings to disseminate information about the Optional Retirement Program (ORP) are to be sponsored by either the U.T. System or a U.T. System institution. Activity at such meetings is limited to providing information about UTSaver Tax Sheltered Annuity (TSA) or Deferred Compensation Program (DCP) or ORP products and services. Any additional services must be provided outside of work hours.

I understand that any complaints that I have not complied with the requirements of this agreement may be investigated by either the U.T. System institution or the U.T. System Office of Human Resources. I understand that if I am found to have willfully or repeatedly violated the Regents' Rules and Regulations I may be suspended or disqualified from any sales or related activity at the U.T. System or at any U.T. System institution, at the discretion of the U.T. System Office of Human Resources. I understand that multiple violations of these provisions by me may result in the removal of the Vendor I represent from the U.T. System's list of currently authorized UTSaver TSA or DCP, or ORP vendors.

This form is not valid unless it is completed in its entirety and until the U.T. System Office of Human Resources has acknowledged its receipt.

_____ _____

Signature Date Vendor Name

_____ _____

Printed Name of Sales Representative Signature of Designated U.T. Vendor Representative

_____ _____

Address Phone #

_____ _____

City State Zip E-mail Address

Institutions Authorized for Sales Activity:

- ☐ UT System Admin.
- ☐ UT Arlington
- ☐ UT Austin
- ☐ UT Brownsville
- ☐ UT Dallas
- ☐ UT El Paso
- ☐ UT Pan American
- ☐ UT Permian Basin
- ☐ UT San Antonio
- ☐ UT Tyler
- ☐ UT Southwestern Medical
- ☐ UT Medical Branch
- ☐ UT HSC-Houston
- ☐ UT HSC-San Antonio
- ☐ UT M.D. Anderson
- ☐ UT HC-Tyler

Official University Acceptance:

_____

Signature Date

Revised: 4/2005

Send original to U.T. System Office of Human Resources
Send fully executed copy to each U.T. System institution benefits office selected