



## **PROCEDURE FOR SUBMITTING SUGGESTIONS, IDEAS OR INVENTIONS**

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We receive many suggestions from persons outside the company relating to the products we manufacture and methods of marketing such products. These suggestions are made by correspondence, by telephone, and in some instances in-person such as by visitors to our office or meetings at a convention. Although we welcome and encourage such submissions, many of them relate to ideas already well known to us.

For many years we have maintained an active Research and Engineering Department whose efforts have been continuously directed toward developing new products and improving current ones. Other skilled personnel of the company have considerable experience in formulating advertising and selling programs. In view of the diligent work and background of its employees, it is not surprising that many of the suggestions made to the company from the outside are already known or available to it through the efforts of its staff, or in some cases are already available in the public domain. It is only reasonable that no compensation should be given for the submission of old or previously available ideas, or for ideas which we choose not to pursue.

In order that the rights of both the submitter and the company be clearly defined, the company has an established procedure governing the receipt and consideration of such submissions. Suggestions must be submitted in accordance with the CONDITIONS OF SUBMISSION set forth in the form attached to this bulletin. You should complete and return the form to us with a written description of your suggestion. We will carefully review your submission and advise you promptly if we wish to acquire or pursue any rights in your idea.

We appreciate your interest and look forward to receiving your submission.



To Drum Workshop, Inc.:

I wish to submit a suggestion to Drum Workshop, Inc., and specifically its brand(s)

\_\_\_\_\_.

In consideration for the company's review of my suggestion, I agree to all of the CONDITIONS OF SUBMISSION set forth on page 3 of this form.

Submitter's Name: \_\_\_\_\_  
*Type or Print*

Submitter's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

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**CONDITIONS OF SUBMISSION**

1. No confidential relationship is established or is to be implied from the submittal of material to Drum Workshop, Inc. ("Drum Workshop") and/or by consideration of submitted material by Drum Workshop. Submitted material is not to be considered as submitted "in confidence".
2. The submitter's rights with respect to all information submitted shall be limited to those rights which the submitter has obtained or may obtain under the Patent Law of the United States or any foreign country. The submission of material to Drum Workshop shall constitute a public disclosure under the Patent Law of the United States.
3. The receipt and/or consideration by Drum Workshop of any material shall not constitute a waiver by Drum Workshop of any right to contest the validity of any patent, including any patent that may have been or may hereafter be issued on the subject matter of the suggestion.
4. Drum Workshop shall be under no obligation to the submitter to reveal any information regarding any of its activities, including but not limited to those activities in the general or specific field to which the submitted material pertains. Drum Workshop shall be under no obligation to render any decision to the submitter. Should Drum Workshop choose to render a decision to the submitter, it shall be under no obligation to communicate reasons for its decision to the submitter.
5. The entering into of negotiations for the purchase of any submitted material, or the making of any offer for its purchase, shall not be construed as any type of admission by Drum Workshop. Any such negotiations or offers for purchase shall not be construed as an admission as to the novelty of the submitted material or of priority of originality on the part of the submitter.
6. The foregoing conditions may not be modified or waived, except in writing and signed by an officer of Drum Workshop, Inc.
7. As used herein, "Drum Workshop, Inc." shall include its subsidiary, affiliated, related, and controlled companies, including but not limited to that named on page 2 of this submittal form.

Submitter's name \_\_\_\_\_

Date: \_\_\_\_\_ Submitter's signature \_\_\_\_\_



## **INSTRUCTIONS**

Please sign and return pages 2 and 3.

Give a brief description below, use reverse side or additional sheets if necessary. Sketches, drawings, videos, photographs, etc. may be attached, mailed or emailed and would be very helpful if available.