



2010 | MARKETING FUNDS CLAIM FORM

FOR OFFICE USE ONLY | Claim # | Customer ID

Distributor Name _____ Date _____
Address _____
City _____ State _____ Zip _____
Submitted by _____ Attention to _____
Phone _____ Fax _____
Email Address _____



Hubbell Lighting, Inc.

Hubbell Lighting, Inc.
Attn: Marketing Services
701 Millennium Blvd.
Greenville, SC 29607
E-Mail: alliance@hubbell-ltg.com

REFER TO MARKETING FUNDS CO-OP GUIDE FOR DETAILS

Please select the participating Hubbell Lighting brand(s) and complete event details. (REQUIRED)

Columbia _____ # of Customers in Attendance
 Dual-Lite _____ # of Participating Manufacturers/Sponsors
 Hubbell Outdoor / Industrial \$ _____ Total Event Cost
 Prescolite \$ _____ Hubbell Lighting Portion of Event
\$ _____ Hubbell Lighting 50% Share
(Based on the cost of the portion devoted to Hubbell)

Select One Category
 Advertising
 Magazine/Newspaper
 Direct Mail
 Phone on Hold
 Yellow Pages
 Catalogs & Flyers
 Open Houses/Seminars/Counter Days
 Trade Shows/Events
 Tournaments (Golf/Fishing/Sporting)
 Promotional Items
 Training

Submitted by: _____ PRINT NAME
Signed: _____ NAME & DATE
Hubbell Lighting Agent: _____ SIGN & DATE
Regional Sales Manager: _____ SIGN & DATE
(Required for \$250 or more)
Regional Vice President: _____ SIGN & DATE
(Required for \$750 or more)
All marketing fund activities totaling more than \$2,500 must be pre-approved by the Hubbell Lighting Regional Vice President and Vice President of Sales.

Please summarize your event below including details of the featured items, type of customer base/occupation in attendance or advertising audience. Explain how this event/marketing opportunity promoted Hubbell Lighting products. What is your expectation of increased sales of Hubbell Lighting products post event?

Actual receipts must be submitted with all claim forms. Distributor generated invoices/receipts are not acceptable and are not considered proof of payment. Reimbursement is determined by the percentage of participation with Hubbell Lighting. Debit memos submitted in lieu of the co-op submittal process will be promptly denied.



CHECK ONLY ONE PRODUCT LINE PER FORM

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> FLUORESCENT | <input type="checkbox"/> RECESSED/TRACK |
| <input type="checkbox"/> LIFE SAFETY | <input type="checkbox"/> OUTDOOR/INDUSTRIAL |

Agent _____

Distributor _____

Street Address _____

City _____ State _____ Zip _____

Instructions

DISTRIBUTOR

This form must be fully completed and faxed to your local agent.

AGENCY

This form must be approved by the Hubbell Lighting Regional Sales Manager and faxed to the appropriate Customer Service department.

Terms

- Standard stock products only.
- Maximum one field scrap request per quarter per product line.
- Total 2010 stock field scrap requests cannot exceed 0.25% (0.5% for fluorescent) of the prior calendar year stock purchases for the product line being returned.
- Stock field scrap requests over \$100 must be inspected by your Hubbell Lighting agent and approved by Hubbell Lighting sales or marketing management.
- Please do not combine Hubbell Lighting product lines; one product line per form.

QTY	CATALOG NUMBER	INVOICE NUMBER	PO NUMBER	NET UNIT COST	EXTENDED PRICE
				GRAND TOTAL ↻	

Replacement Purchase Order _____ Brand _____

Distributor Signature _____ Date _____

Agent Representative Signature _____ Date _____

Hubbell Lighting Sales Manager Signature _____ Date _____



Hubbell Lighting, Inc.

701 Millennium Boulevard
 Greenville, SC 29607
 Telephone 864-678-1000
 www.hubbellighting.com



2010 | STOCK RETURN GOODS AUTHORIZATION
REQUEST FORM

COMPLETE THE INFORMATION BELOW AND FAX TO YOUR LOCAL AGENT.

See reverse side for additional important instructions.

CHECK ONLY ONE PRODUCT LINE PER FORM

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> FLUORESCENT | <input type="checkbox"/> RECESSED/TRACK |
| <input type="checkbox"/> LIFE SAFETY | <input type="checkbox"/> OUTDOOR/INDUSTRIAL |

Date _____

Distributor Name _____

Distributor Street Address _____

City _____ State _____ Zip _____

Distributor Contact Name _____

Phone _____ Fax _____

E-mail _____

Instructions

A. The request form must be accompanied by a stock order of equal or greater value of the same brand.

PO # _____

Dated _____

B. Only one product line allowed per form.

C. To qualify for return, material requirements are as follows:

- Material must have been purchased within the previous twelve months.
- Life Safety products containing batteries may only be returned within six months of invoice date.
- Material must have shipped into stock (no type numbers/fixture numbers/project names).
- Material must not exceed 5% of stock purchases based on prior calendar year stock sales for the product line being returned.
- Material must be in original "as received" clean, unopened cartons.

D. Ineligible material returned will be scrapped and no credit will be issued.

QTY	CATALOG NUMBER	INVOICE NUMBER	PO NUMBER	NET UNIT COST	EXTENDED PRICE
				GRAND TOTAL ↻	

AGENT — REVIEW, SIGN, AND FORWARD TO APPROPRIATE PRODUCT LINE LOCATION.

Brand _____ Agency Name _____

Agent Signature _____ Title _____



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Telephone 864-678-1000
www.hubbellighting.com

DISTRIBUTOR INSTRUCTIONS FOR STOCK RETURN GOODS AUTHORIZATION REQUEST FORM

Fill out the request completely.

Fax the request to your local Hubbell Lighting Agent. If approved, we will issue your RGA documents within ten business days after receipt of your request. PLEASE DO NOT RETURN ANY MATERIAL WITHOUT AN APPROVED RGA.

Stock is defined as those standard cataloged items that are listed in the Hubbell Outdoor/Industrial Lighting Distributor stock quotes, Columbia, Prescolite, or Dual-Lite programs. In addition, stock must meet the following criteria:

- Material must have been purchased within the previous twelve months.
- Life Safety products containing batteries may only be returned within six months of invoice date.
- Material must have shipped into stock.
 - "Sold to" and "Ship to" must be the same.
 - No type numbers/fixture numbers/project names.
- Material must be in original "as received" clean, unopened cartons.
- Inverter Systems do not apply.
- Specials or variations do not apply, including standard cataloged items with factory installed options.
- Discontinued product does not apply.

Ineligible material returned will be scrapped and no credit will be issued.

Do not add items to an approved RGA as this will only slow down the receipt and credit process.

Be sure to return products to the designated factory prepaid with the RGA number clearly marked.

Items identified without a purchase order number will not be approved.

For maximum number of RGA's, please see the Hubbell Lighting Alliance 2010 Incentives and Program Benefits table, located in your Hubbell Lighting Alliance folder.

5% TOTAL ANNUAL CAP BASED ON PRIOR CALENDAR YEAR STOCK PURCHASES FOR THE PRODUCT LINE BEING RETURNED.