

*Public Relations*

Nov. 10, 2011

Dear Vendor:

Thank you for your interest in UPMC Perks. UPMC Perks are discounts offered to UPMC staff and physicians on merchandise, recreation, and services.

All requests by vendors for inclusion in UPMC Perks must be submitted using the UPMC Perks Vendor Application and Vendor Agreement forms, and are reviewed in accordance with criteria established by UPMC policy.

It is UPMC policy that discounts must be open to employees of all UPMC institutions and affiliates. Staff must show a valid UPMC ID to obtain a vendor discount. A valid UPMC ID is any ID that includes the words "UPMC" or "University of Pittsburgh Medical Center" on the ID, or the name of one of the UPMC institutions listed below. All discount offers must include an authorized vendor contact name and phone number.

UPMC institutions and affiliates include:

- Beatty Pointe Village
- Canterbury Place
- Children's Hospital of Pittsburgh of UPMC
- Community Care Behavioral Health
- Cranberry Place
- Cumberland Crossing
- dbMotion
- Eye & Ear Institute of UPMC
- Lighthouse Pointe at Chapel Harbor
- Magee Womancare Associates
- Magee-Womens Hospital of UPMC
- Magee-Womens Research Institute
- Seneca Hills Village
- Seneca Manor
- Seneca Place
- Sherwood Oaks
- STAT MedEvac
- Strabane Trails Village
- Strabane Woods of Washington
- Sugar Creek Station
- The Heritage Shadyside
- The Village at Hampton Fields
- University of Pittsburgh Physicians
- UPMC Bedford Memorial
- UPMC Cancer Centers
- UPMC Community Medicine Inc.
- UPMC Hamot
- UPMC Horizon
- UPMC McKeesport
- UPMC Mercy
- UPMC Montefiore
- UPMC Northwest
- UPMC Passavant
- UPMC Passavant-Cranberry
- UPMC Presbyterian
- UPMC Shadyside
- UPMC South Side Outpatient Center
- UPMC St. Margaret
- Vanadium Woods Village
- Weatherwood Manor
- Western Psychiatric Institute and Clinic

Discount offers are expected to run through the calendar year (12 months), unless the offer is time-sensitive. UPMC will contact the vendor 60 days before the expiration of the current agreement regarding renewal.

Nov 10, 2011  
Page 2

UPMC expects that Perks discount offers are of value to UPMC staff and physicians. At minimum, the value of the discount must be 10 percent for annual, ongoing discount offers, and 20 percent for specific, time-sensitive offers.

UPMC Perks discount offers are promoted on the internal staff website and in the internal employee newsletter. Please know that our non-solicitation policy prohibits vendors from on-site visits, displays, posting or distributing fliers, and/or solicitation of any kind while on UPMC property unless specifically permitted as part of a UPMC-sanctioned event.

UPMC reserves the right to refuse and/or cancel the discount offer for any reason, in its sole discretion. Participation in UPMC Perks is subject to UPMC policies, including those relating to conflicts of interest.

UPMC expects the vendor to address complaints received from staff in a timely manner, and communicate the resolution of complaints to the UPMC Perks Advisory Board. UPMC reserves the right to cancel the discount offer at any time if warranted by unresolved complaints received from staff, or if more than three episodes of negative feedback are received from staff.

UPMC does not support, endorse, guarantee, solicit, nor does it have any interest in any organization that offers a discount to UPMC faculty and staff through the UPMC Perks program. The employee, as an individual, assumes any and all risk in doing business with the vendor.

A UPMC Perks Vendor Application and Vendor Agreement are enclosed. Please complete the forms and return to UPMC Public Relations, U.S. Steel Tower, Floor 57, 600 Grant St., Pittsburgh, PA 15219 or by fax to 412-586-9784. We will review your offer and you will be notified of our decision within one month of receipt of your application. Submission of the completed form signifies your acceptance of the terms set forth in this letter.

Thank you,

Nikki Coffee  
Communications Specialist  
UPMC Public Relations