PRODUCT DEMONSTRATION PROGRAM

**STRATEGIC PARTNER LETTER OF INTEREST (LOI)**

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| **loi FORM overview** |
| This Letter of Interest (LOI) form will be used to identify your intent in participating in the Alberta Innovates Product Demonstration Program as a Strategic Partner with the Small to Medium Size Enterprise (SME) Applicant. SME Applicants needs to complete the form with their strategic partner(s) in its entirety. Applicants that fail to use this LOI template and do not complete all sections will not be considered. * Completed LOIs need to be attached with the application.

Note: Alberta Innovates in its sole discretion, reserves the right to alter or cancel the program or change timelines. Alberta Innovates is not responsible for the costs incurred by the Applicant in the preparation and submission of any application. |

**Parties**

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| 1. **SMALL TO MEDIUM SIZED ENTERPRISE (SME) APPLICANT Information**
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| **SME Applicant Name & Title:** |       |
| **Company Name:** |       |

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| 1. **strategic partner Information**

The Strategic Partner Representative must minimally be at the level of a Senior Manager staff person. |
| **Strategic Partner Representative Name & Title:** |       |
| **Company Name:** |       |
| **Street Address:** |       |
| **Postal Code:** |       |
| **Phone Number:** |       |
| **Email Address:** |       |
| **Website:** |       |
| **Describe your proposed role in the Product Pilot or Demonstration project (Provide tasks you will undertake as part of the pilot or demonstration with the Applicant’s technology)** |       |
| **Describe your proposed cash and/or in-kind contribution to the Product Pilot or Demonstration Project** |       |

**3. Transaction**

☐ As the representative of the Strategic Partner, I am declaring my intent to participate in the Product Demonstration Program with the SME Applicant.

1. **Terms**

This LOI is non-binding and is only intended as a reflection of the intention of the Strategic Partner to participate in the Product Demonstration Program application process, and neither this Letter nor its acceptance shall constitute or create any legally binding or enforceable obligation on any Party. Alberta Innovates takes a holistic approach to its due diligence and the decision to invest involves a comprehensive analysis of numerous factors. By submitting this LOI, Alberta Innovates is under no obligation to fund the Applicant or invest in the Project.

It is essential that the Strategic Partner Representative reads and understands the  [Product Demonstration Program Guide](https://albertainnovates.ca/programs/product-demonstration-program/) (the “Guide”) before completing this LOI.

1. **Conditions**

☐ ***I understand and agree to the Strategic Partner and project eligibility criteria***

* be Arm's Length from the Applicant (cannot have any legal relationship with the Applicant);
* needs to submit a signed Alberta Innovates Strategic Partner Letter of [Interest](https://albertainnovates.ca/programs/product-demonstration-program/) ("LOI") from a senior manager level with their application;
	+ How the product is adopted and evaluated;
	+ Intention to work with the Applicant to resolve issues;
	+ Intention to purchase the SME product based on success criteria being met;
	+ Intention to enter into a distribution agreement of the demonstrated product upon Project completion.
* to verify the value of the product and help the Applicant reduce product uncertainty
* to showcase the value and best practices of the product. To purchase or enter into a distribution agreement of the demonstrated product upon Project completion
* have the financial capability to purchase/ or enter into a distribution agreement of the product upon Project completion of a demonstration;
* shows tangible resources committed to the Project;
* be a legal entity with up to date corporate filings\*; and
* be in good financial standing with Alberta Innovates and its subsidiaries InnoTech Alberta and C-Fer Technologies.
* Submit to other criteria that Alberta Innovates may develop from time to time.
1. **signatures**

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| **Publication of Non-Confidential and Aggregate Information by Alberta Innovates**AI may (1) publish and/or disseminate in the public domain certain information contained within this LOI to promote success stories about innovation in the Province of Alberta and/or (2) use certain information contained within this Application to verify information contained herein. On these bases, AI deem the following information in this Application to be non-confidential and subject to disclosure by AI in their sole discretion at any time: Applicant and Applicant Representative Contact Information.AI will also aggregate certain information contained within this LOI for the purposes of reporting or dissemination in the public domain. For clarity, ‘aggregate’ means removal of personal identifiers such as names, locations and addresses of the Applicant and employees, and combining such information with that of other Applications submitted by Applicants.**Consent and Declaration of Applicant**By submitting this LOI, including any supporting documentation, I, in my capacity as the authorized representative of the Strategic Partner, legally represent for and on behalf of the Strategic Partner that:* The Strategic Partner acknowledges, understands and agrees to the disclosure of non-confidential information and aggregate information as identified above, by AI in their sole discretion;
* The Strategic Partner Representative is legally authorized to submit this for and on behalf of the Strategic Partner and has the requisite power to legally bind the Strategic Partner;
* The Strategic Partner Representative has read and understands the Product Demonstration Program Guide;
* All information contained in this LOI is true and accurate;
* The Strategic Partner acknowledges that failure to provide true and accurate information in this LOI will result in automatic rejection of the LOI;
* Submission of this LOI does not obligate AI to make an Investment in the Project and AI has sole and absolute discretion in making their Investment determination; and
* If the Full Proposal is approved, AI and the SME Applicant must execute an Investment Agreement which provides additional contractual terms and conditions governing the Investment made by AI to the Project before AI will advance funds.
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| **Strategic Partner Representative Name**       | **Title/Organization**      |
| **Signature** | **Date**      |

**FOIP and Disclosure of Information to Government**

* Alberta Innovates is a provincial Crown Corporation owned by the Government of Alberta with one of its primary mandates being to support the development and commercialization of new and innovative technologies for the benefit of Alberta and Albertans. For that reason, Alberta Innovates is required to report to the Government of Alberta on the use of grant funding to ensure the mission and mandate of Alberta Innovates are achieved. According, Alberta Innovates may provide this LOI in its entirety to the Government of Alberta on a strictly confidential basis.
* Alberta Innovates is also governed by the Freedom of Information and Protection of Privacy Act (“FOIP”). This means Alberta Innovates can be compelled to disclose the information received under this LOI, or other information delivered to Alberta Innovates related to a project, when an access request is made by anyone in the general public. In the event an access request is received by Alberta Innovates, exceptions to disclosure within FOIP may apply. If an exception to disclosure applies, certain information may be withheld from disclosure. Applicant Representatives are encouraged to familiarize themselves with FOIP. Information regarding FOIP can be found at [www.servicealberta.ca/foip/](http://www.servicealberta.ca/foip/)