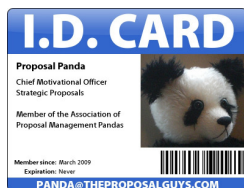


PLEASE TAKE CARE OF THIS PANDA!

Thank you for agreeing to let Proposal Panda visit you! We hope you'll have fun together. Here's what we'd like you to do now:

- Take a selection of photos of Proposal Panda. Maybe you need extra help typing your proposal? Perhaps you'd like a team photograph, including your guest? How about letting Proposal Panda run one of your proposal-related meetings? Feel free to be as creative as you like!
- Send up to six photographs (JPG format preferred, no more than 800k each in size) to panda@theproposalguys.com .
- Short video clips are also welcomed – please upload these to any file sharing or FTP site, and email us the details.
- If you'd like to send a short piece of text to accompany your submissions, that'd be great! At the very least, it would be good if you confirmed your organisation name and location, and provided us with contact details should we have any queries. But feel free to provide more details of what Proposal Panda gets up to in your offices!
- Subject to our own travel itineraries, we'll do our best to get your material up onto the Proposal Guys blog within a week. (You can go to the main blog, www.theproposalguys.com , or to www.proposalpanda.com , to check for your entry).
- Please pack Proposal Panda **very carefully**, including this instruction card – wrapped in something waterproof (e.g. a plastic bag), and then in a nice, solid box to avoid Proposal Panda getting hurt in transit.
- We'll send you the address to which Proposal Panda is going next. (Much as you may love him, please try not to keep the Panda for more than ten days!). You're responsible for any shipping costs to get him safely to his destination. Please make sure the package is **clearly labelled**, that it will be **signed for** on receipt, and that the shipping includes **insurance** to cover the replacement cost (\$300) should Proposal Panda be lost or damaged.
- If you have questions at any point, please feel free to contact either of the Proposal Guys:
 - ▶ US: BJ Lownie (bj@strategicproposals.com, 603-880-6855)
 - ▶ UK: Jon Williams (jw@strategicproposals.com, 0781 333 2294).



HAVE FUN WITH PROPOSAL PANDA!

TheProposalGuys