The sponsor of this study is offering to reimburse participants for some expenses associated with airfare/travel/meals/hotel. You will receive reimbursement for participation via [insert name of 3rd party vendor]. You may submit this acknowledgement form to the study coordinator/nurse at any time while you are on study. This is an agreement between you and the sponsor. This is not a guarantee of reimbursement for all expenses, but a promise of good faith effort by the sponsor to provide some reimbursement of actual expenses incurred using the following guidelines:

- You may receive up to a maximum of $XXX for hotel costs (specify any cap)*
- You may receive up to a maximum of $XXX for mileage costs (specify any cap)*
- You may receive up to a maximum of $XXX for airfare (specify any cap)*
- You may receive up to a maximum of $XXX for meal reimbursement (specify any cap)*

Reimbursement process can be lengthy, sometime taking 4 to 6 months to complete due to sponsor approval. If you have questions or concerns about your reimbursement, please contact XXX name [name of study m manager/RN] at 713-XXX-XXXX or [name of dept. administrator] at 713-XXX-XXXX. **Sponsor Contact Information:** Include direct contact information to the Sponsor here if the sponsor agrees to provide this information (delete this section if not).

You will need to provide original receipts for your expenses to be eligible for reimbursement. Please include your contact phone number or email address in case the study team has any questions about your original receipts. Please write legibly.

I acknowledge that I have read and understood all of the above information. The study coordinator/nurse has answered my questions and I have received a copy of this disclosure.

Participant Signature ___________________________ Date ____________

Study Team Representative ___________________________ Date ____________

*Based on contractual terms
Definition:

Reimbursement: Money provided by the sponsor to the study participant that reflects patient’s out of pocket expenses associated with participating in a research study.