



**Letter of Agreement  
New Product Idea  
Residents of the United States and Canada**

Thank you for reaching out to Reynolds Consumer Products regarding your idea.

Reynolds is interested in new developments and makes it a policy to review outside submissions of this type. However, Reynolds' policy requires that we clearly establish certain ground rules prior to such consideration in order to avoid misunderstandings now or in the future.

We will consider such submissions only if made with the clear understanding that with respect to dealing with Reynolds:

- a) no confidential information will be transmitted by you; and
- b) the proprietary rights in such submissions are limited to those embodied in valid issued United States patents.

Also, it should be clearly understood that Reynolds is under no contractual or other obligation with respect to the submission unless based on a specific written agreement, executed by properly designated officials. Should Reynolds commercialize your idea (other than one covered by a valid, issued patent) you may be granted a nominal award up to, but not to exceed, five thousand dollars.

Subject to this understanding, we will be pleased to give consideration to your submittal; however, before reviewing or considering any material you may submit, we require you to do the following:

1. Print a copy of this 3-page document.
2. Review and sign the Letter of Agreement. Signing the Letter of Agreement substantially impacts your legal rights. Accordingly, you may wish to consult legal counsel prior to signing and returning the Letter of Agreement.
3. Complete the Non-Confidential Idea Submission Form. This will help us understand the exact nature and value of your idea.

4. Make a copy of both pages of the completed Letter of Agreement and the Non-Confidential Idea Submission Form for your file.
5. Return all three original pages to:

Rita Winslow  
Marketing Services  
Reynolds Consumer Products  
6641 West Broad Street  
Richmond, VA 23230 USA

Reynolds is under no obligation to reveal the details of its evaluation of your idea but will try to provide you with a decision within approximately six months. Please note, however, that some evaluations may take longer.

Whether or not you see fit to proceed as outlined above, we wish to express our appreciation for the interest you evidenced in our company by contacting us concerning this matter.

Very truly yours,

REYNOLDS CONSUMER PRODUCTS

**AGREED:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please print or type)

\_\_\_\_\_  
Signature of parent or Guardian (required if  
Submitter is not at least 18 years old)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please print or type)

