# Sponsor-Subsidized Attendance at a Sponsor’s Training / Educational Meeting

FINRA requires that, sponsor-subsidized attendance at a sponsor’s training/educational meeting must be preapproved by FINRA Member Firms’ Compliance Departments. Sponsors are required to provide prior written notice of any proposed training/educational meeting. Please review the details of the proposed event (detailed agenda is attached) to ensure that it meets with your internal policies and procedures. If Clark Capital is authorized to extend an invitation to your Registered Representatives (see attached list), please notify Clark Capital of your approval by signing and dating this form in the referenced area below and return to Clark Capital.

The following information is provided for Compliance review:

 **Sponsor Name:** Clark Capital Management Group, Inc.

 **Meeting Name:** [event]

 **Location:** [hotel]

 **Date:** [date]

 **Estimated Cost:** $[total] (per person average)

 $[lodging] Lodging

 $150.00 Meals

Clark Capital believes that the payment of the payment of lodging and meal expenses in connection with the above referenced meeting complies with the FINRA Conduct Rules pertaining to training and education, including:

* Attendance at the event is not pre-conditioned on a sales target
* The location is appropriate for the purpose of the meeting, meaning that the meeting must be at the office of the vendor (or a facility located in the vicinity of such office, or a regional location with respect to regional meetings)
* Arrival and departure timeframes are appropriate.
* The meeting has an appropriate number of training hours dedicated each day.
* The sponsor is not paying for leisure activities or entertainment as part of the program.
* Expenses for guests or other non-participants are not reimbursed office.
* Clark Capital is not reimbursing for travel related expenses.