

**PARTNERWORLD FOR SOFTWARE  
WE PAY REIMBURSEMENT CLAIM FORM 2004**

**NOTE: The 2003 We Pay program will close on 29 February 2004. Only certifications, courses, and tests that are completed before 29 February 2004 are eligible for reimbursement. The claim form must be submitted within 60 days from this date.**

**2004 Reimbursement Claim Forms must be received 60 days from the day certification was achieved, or postmarked by your country enterprise Value Package renewal date, whichever occurs first.**

Use the checklist to ensure the following steps have been completed **prior** to submitting your documentation. Do not submit Reimbursement Claim Form if any of these items are missing or incomplete. We cannot accept or process faxed Reimbursement Claim Forms. Should you need assistance, contact PartnerWorld Contact Services Center at 1.800.426.9990 or send an e-mail to PWSWNA@us.ibm.com.

- Purchased the Value Package.
- Paid your IBM IT Education Services (ITES), or Education Centres for IBM Software (ECIS) invoice in full.
- Included a copy of paid invoice, Education Card or credit card statement (credit card number blacked out).
- Included a copy of the authorized testing vendor test results.
- Included a copy of the authorized testing vendor invoice or credit card statement (credit card number blacked out).
- Ensured each claim form is signed by your company's designated PartnerWorld for Software Business Contact. (Must be an original signature. Photocopies are not accepted.)
- Postmarked the claim form by the We Pay Offerings deadline. We strictly enforce the 60-day deadlines for both certifications and claim submissions.

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**You Pass**     **You Test**

**(PLEASE PRINT)**

Student Name \_\_\_\_\_ Candidate ID # \_\_\_\_\_

Company \_\_\_\_\_ Location ID \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ e-mail \_\_\_\_\_

Professional Certification Achieved \_\_\_\_\_

**Your Designated PartnerWorld for Software Business Contact's (BC) Name**

Access your PartnerWorld for Software profile to identify the BC for your company's location.

(Please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Allow six to eight weeks to receive your reimbursement.**

List each reimbursable expensed incurred:

Description (Select one)	Course/ Test Date	Course Code/ Certification Test Number	Location	Cost
<input type="checkbox"/> CBT <input type="checkbox"/> Publication <input type="checkbox"/> Course <input type="checkbox"/> Test				
<input type="checkbox"/> CBT <input type="checkbox"/> Publication <input type="checkbox"/> Course <input type="checkbox"/> Test				
<input type="checkbox"/> CBT <input type="checkbox"/> Publication <input type="checkbox"/> Course <input type="checkbox"/> Test				
<input type="checkbox"/> CBT <input type="checkbox"/> Publication <input type="checkbox"/> Course <input type="checkbox"/> Test				
<b>Total Reimbursement Requested</b>				\$

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**For USA and Canada, submit the original printed Reimbursement Claim Form and appropriate documentation to:**

PartnerWorld Contact Services Center  
 We Pay Offering  
 IBM Corporation  
 13800 Diplomat  
 MD 1CA02  
 Dallas, TX 75234

## **Key Points to Remember**

- The Value Package is required to participate in the We Pay Offerings.
- Each PartnerWorld for Software Business Partner country enterprise is eligible to claim reimbursements up to the maximum amount indicated per Business Partner level in the Value Package for Software.
- Achieve certification within 60 days of attending the last eligible course from the You Pass We Pay Eligible Certifications and Courses list.
- Only certification tests listed on the You Test, We Pay Eligible Certification Tests list are eligible for reimbursement under You Test, We Pay.
- Submit a separate reimbursement claim form per individual.
- Fees must be paid in full to qualify for reimbursement.
- Reimbursements are for the actual cost of the class (retail price minus any Business Partner discounts that may apply) Education Centers for IBM Software (ECIS) may or may not offer a Business Partner discount. IBM Business Partners receive a 25% discount on IBM Technical Education Services (ITES) courses. If you have not received your 25% Business Partner discount, call ITES at 1-800-IBM-TEACH (800-426-8322) to request a 25% refund.
- If you have purchased the IBM Education Card, please list the individual classes completed. Reimbursement is limited to the Business Partner cost of the class (retail minus any Business Partner discounts) up to \$7,000 USD.
- Travel and living expenses are not reimbursable.
- This offer cannot be combined with any other special offer, program or promotion from IBM.
- IBM reserves the right to change or withdraw this offer at any time.
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