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**PHARMACY AND POISONS BOARD**

**Notification Form for Conducting Promotional Meetings**

|  |  |  |  |
| --- | --- | --- | --- |
| **1** | **Applicant Information** | | |
|  | Name of applicant |  | |
| Registration/enrol number |  | |
| Cadre |  | |
| Telephone |  | |
| **2** | **Type of promotional meetings** | | |
|  | Workshops |  | |
| Conference |  | |
| Product Launch |  | |
| Exhibitions |  | |
| Symposia |  | |
| Advisory Board meetings |  | |
| Webinars |  | |
| Others |  | |
| **3** | **Company/ Sponsor Information** | | |
|  | Name of company/sponsor: |  | |
| Contact person |  | |
| Telephone |  | |
| Email |  | |
| Location |  | |
| **4** | **Products promoted** (attach list of products and approval letters) | | |
|  | **Name of Product** | **Material description** | **Validity date** |
|  |  |  |
|  |  |  |
|  |  |  |
| **5** | **Summary of the meeting** | | |
|  | Title |  | |
| Date | **Start Date:**  **End date** | |
| Name of the venue |  | |
| Location |  | |
| Brief description |  | |
| Target audience |  | |
| Expected outcomes |  | |