

6 steps to successful HOLIDAY GIFTS

Gifts in the holiday season are common and can be used to build goodwill and strengthen relationships, but care should be taken when giving or receiving.



1

Familiarize yourself with and follow RPM's [Gifts, Entertainment and Donations Policy](#).

2

Never solicit travel, gifts or entertainment.

3

Gifts should always be

- of nominal value
- infrequent
- Not offered, given or accepted if the gift creates an obligation or appears to influence someone's decision-making.

4

Remember don't offer, give or accept gifts of cash or cash equivalents (e.g. a prepaid Visa card). These are prohibited.

5

The offering, giving or receiving of travel and lodging to or from a third-party must have prior approval from your group's or RPM's Legal and Compliance Department.

6

When in doubt, contact your group's or RPM's Legal and Compliance Department – compliance@rpminc.com before exchanging gifts.



We are RPM and our success depends on each of us following the right route and embracing our Value of 168® to make the right decisions.

CONTACT US: COMPLIANCE@RPMINC.COM

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