

**Sandia National Laboratories**  
**Office of Small Business Advocacy (OSBA)**  
**“Mentor/Protégé Team” Agreement**

As a requirement for participation in the Sandia National Laboratories, Office of Small Business Advocacy, Mentor/Protégé Program, the Mentor/Protégé Team (consisting of the following participants) agree to the terms set forth in the body of this document including (but not limited to) confidentiality, indemnification, meeting schedule, orientation, and reporting.

<u>Mentor</u>	<u>Protégé</u>
Name: _____	Name: _____
Co. Name: _____	Co. Name: _____
Phone: _____	Phone: _____
Fax: _____	Fax: _____
Email: _____	Email: _____

**Acknowledgements and Terms:**

1. Mentor and Protégé are voluntary participants in program.
2. Release: By signing this document you authorize Sandia Office of Small Business Advocacy to publicize your participation and progress in the Mentor/Protégé Pilot Program. You agree to authorize Sandia to utilize your name, business name and success stories in media and news releases. You grant this waiver and release on the distinct understanding that the use of your name and other information will be accurate.
3. Orientation: The Mentor and the Protégé are required to have participated in their respective Orientations.
4. Meeting and Reporting Schedule: The Mentor/Protégé Team is expected to meet monthly (time and place to be determined by team), to attend meetings prepared and report outcomes of each meeting to OSBA in a timely fashion (within one week of meeting completion). OSBA will host other non-mandatory Mentor/Protégé events, but all participants are encouraged to attend.
5. Confidentiality: Mentor, Protégé, and OSBA are to take normal precautions against disclosure of information that Protégé marks and otherwise identifies; it is, nonetheless, recognized that disclosure can occur. Sandia, its employees, and the Mentoring partner and its representatives assume no obligation or liability to Protégé should there be any form of disclosure, unless covered by another agreement.
6. Termination: Sandia reserves the right to terminate Mentor/Protégé team at any time without obligation to disclose reasoning.
7. Indemnification: Protégé agrees to hold harmless Sandia, its employees, and the Mentor partner or representatives therein from any liability or claim alleged to arise from the Mentor/Protégé program.
8. During and post-participation in the Mentor/Protégé program, Mentors and Protégé will be requested to answer quality survey questionnaires to identify opportunities for improving service.

_____ Signature of Mentor	_____ Signature of Protégé	_____ Signature of OSBA
_____ Printed Name	_____ Printed Name	_____ Printed Name
_____ Date	_____ Date	_____ Date