

## **The Pro Bono Program of the Turnaround Management Association, Chicago/Midwest Chapter**

### **Free Turnaround Consulting For Qualified Organizations Application For Assistance And Waiver And Release Attached To This Document**

The Turnaround Management Association ( [www.chicago.turnaround.org](http://www.chicago.turnaround.org) ) is the only international non-profit association dedicated to corporate renewal and turnaround management.

TMA's Pro Bono Program provides a volunteer TMA advisor team to work with managements having serious financial, operational, or other problems, bringing in the special skill sets of other TMA volunteers as needed, all at no charge.

#### **Eligibility**

Not-for-Profit:

- Organizations whose activities have a significant positive impact on the community, but whose agenda is neither political nor religious
- Annual revenues of \$3 million or less

For-Profit:

- Companies with job retention or creation potential of at least four employees. No start-ups.
- Annual revenues of \$3 million or less.

**To apply for TMA Pro Bono services, please complete the attached Application For Assistance and Waiver and Release Forms. The forms can be filled out by using (free download) Adobe Reader 7, or later versions, saved to your computer, and emailed to one of the Pro Bono Committee Contact Persons listed at the end of this document. If email is not an option for you, complete forms and fax them to the Chapter Administrator.**

A TMA representative will then contact you to discuss the scope of the issues and determine which skill sets are needed on the advisor team. After the team is appointed, its leader will contact you for advance information and to set up your initial meeting with the team.

#### **About TMA**

Established in 1988, TMA has more than 8,300 members in 43 chapters, including 31 in North America, and one each in Australia, the Czech Republic, Finland, France, Germany, India, Japan, the Netherlands, Southern Africa, Spain, Taiwan, and the U.K., with chapters in formation in China and Italy.

They comprise a professional community of turnaround practitioners, attorneys, accountants, investors, lenders, venture capitalists, appraisers, liquidators, executive recruiters, and consultants. Turnaround practitioners consult with or participate in helping troubled companies in the recovery process, including interim corporate managers, financial and operating advisors, and accountants.

All TMA members must sign a Code of Ethics each year specifying high standards of professionalism, integrity, and competence.

TMA's Certified Turnaround Professional (CTP) program recognizes professional excellence and provides an objective measure of expertise related to workouts, restructurings and corporate renewal. Applicants for certification must meet stringent standards of education, experience and professional conduct, pass a comprehensive examination and maintain the credential through continuing education credits.

The Journal of Corporate Renewal, Annual Report, and Web site ([www.turnaround.org](http://www.turnaround.org) ) are TMA's principal publications.

Pro Bono Committee Contact Persons:

Pro Bono Committee Co-chairs:

Thomas Gray, President, Telecom Expert Group

630-512-0406

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Chapter Administrator:

Chris Glatz

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## Turnaround Management Association Pro Bono Assistance Application

Complete the Application AND the Waiver and Release by entering your information in the forms. Use the "Save a Copy" button at the end of the document to save a completed copy to your computer or your information will be lost. Pressing the "Email a Copy" button at the end of the form will open your email application on your computer with the completed file as an attachment. You will need to enter one of the Pro Bono Committee Contact Persons email addresses in the "To" field of your email.

<b>Company Name:</b>
<b>Company Address:</b>
<b>Company Website:</b>
<b>Contact Person Name:</b>
<b>Contact Person Position:</b>
<b>Phone:</b> _____ <b>Fax:</b> _____ <b>Email:</b> _____
<b>Company Revenue:</b> <b>Last year:</b> _____ <b>Projected for this year:</b> _____
<b>Number of Employees:</b>
<b>Where did you hear about TMA Pro Bono services?</b>
<b>Describe What Type of Business the Company Does:</b>
<b>Summarize the Company's Business Situation:</b>
<b>General Industry Situation for the Segment in which the Company operates:</b>
<b>Goal/ Objectives of the TMA Pro Bono Assistance Project:</b>
<b>Desired Start Date:</b> _____ <b>Desired Completion Date:</b> _____
<b>TMA Pro Bono Advisor(s) Skills Sought:</b>

Please continue to the next page and complete the Waiver and Release

## Waiver and Release

In order to induce the Pro Bono Committee/Turnaround Management Association and its officers, agents, employees, volunteers and associates (referred to as "volunteers") to render valuable services to the Undersigned, the Undersigned hereby waives and releases the volunteers from any and all manner of actions, causes of action, suits, claims and demands of any kind, nature or description whatsoever, in law or in equity, that the Undersigned may assert against any or all of the volunteers as a result of the services that the Volunteers render to the Undersigned.

This waiver and release shall be binding upon the undersigned, as well as the Undersigned's subsidiaries, affiliates, heirs, executors, successors or assigns.

**THE UNDERSIGNED ACKNOWLEDGES THAT IT HAS READ THE ABOVE AND KNOWS THE CONTENTS THEREOF, AND IS SIGNING THIS WAIVER AND RELEASE AS ITS OWN FREE ACT, INTENDING TO BE LEGALLY BOUND BY THE PROMISES CONTAINED HEREIN.**

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Case Acceptance by TMA Pro Bono committee:

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name of TMA Authorized Signer

\_\_\_\_\_  
Name of Authorized Signer

\_\_\_\_\_  
TMA Position

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date