

‘The only place where success comes before work is in the dictionary’
Vidal Sassoon

DISTRIBUTORSHIP INFORMATION

If you are ready to change your future, then please read the following step by step process on how to get started. Since there is such a high demand for our product, many of our distributors have been able to quit their jobs and do this full-time. But remember the key to success is consistent marketing. You cannot do one mailing and expect to be a millionaire. You must do mailings on a consistent basis in order to achieve the success most people strive for. Unlike other companies, we do not charge you to become a distributor, and we do not require any lengthy commitments. You may stop our distributorship program at any time, or continue to make money doing mailings for as long as you like.

In the back of this manual you will find our Distributor order forms. This is to guide you in ordering sales material you need to get started. You have the option of buying sales letters only (#S-01-06), order applications only (A-01-06), or our envelopes (#R01-06, M01-06). But we suggest you order the complete package (DM series) with the quantities you need. Example. If you want to do a 1000 piece mailing you would order the DM-002. You would receive 1000 sales letters, order applications, return and mailing envelopes **with your name or company name on them!**

KEY TO SUCCESS- a good mailing list is essential to the success of any entrepreneur in this business. There are many sources for good mailing lists as well as hundreds of different types of lists. Our distributors have had the best success starting out by looking in the yellow pages under Advertisement-Direct Mail. We have used the same company for the last 4 years, but if all our distributors used our company, they would end up using the same names which kills the response rate. There are many good companies out there, so our best advice is to find one using the yellow pages. We also suggest doing a test mailing whenever you do business with a company for the first time. Just send out 500 names and see how many come back undeliverable. If there is a small number, (10 or less out of 500 undeliverable) then the company is probably a good one.

By obtaining the materials directly from N.M.O.P.A. you are assured of perfect quality materials. The image that this quality projects will help your business strive from the very beginning. I have seen some Distributors try to save money by using lower quality printing. Well, they paid for it in lost sales! You see the “price” of printing is a one-time expense, but the “cost” of printing is a lasting expense. The “cost” to the few distributors who used cheap sales material was devastating!

It will also eliminate any mistakes, hassles, problems and worries that arise when you start something on your own without any knowledge. Remember, you obtain the Distributor packages at wholesale costs! And due to our special arrangements, that cost

is far below what it would cost you if you went to your local printer for the same materials.

N.M.O.P.A. is continually researching the market and making improvements to the sales material. This will pay off big in increased sales for all Distributors! The higher the sales, the more we all benefit!

PROCESSING YOUR N.M.O.P.A. ORDERS:

THIS SECTION IS VERY IMPORTANT! When you receive your materials, you will note that all orders will be mailed directly to you. The checks will also be made payable to you or your company name. At least once every week you must forward all your customer orders by certified mail to N.M.O.P.A., **Your Address/Fulfillment Company Address** for fulfillment of your customer orders.

You will write one check to N.M.O.P.A. for all your customer orders after deducting your \$19.95 commission. For example, if you receive one order you would deposit your customers check for \$32.95 and then send the application that will have your name and your customer's name on it to N.M.O.P.A. with a check for \$13.00. If you have 10 customers, you would deposit their checks totaling \$329.50 into your bank and forward all ten applications along with a check for \$130.00.

Remember, it is very important that you forward your customer's name and payment (less your commission) to N.M.O.P.A. absolutely no later than one week after you receive it. Keeping the material longer can cause problems with your customers and inhibit your success.

N.M.O.P.A. DISTRIBUTOR CONTRACT

**This contract must accompany your order for sales material.
There will be no exceptions
Please make a copy for your records!**

TERMS OF DISTRIBUTORSHIP AGREEMENT:

1. **ORDERING SALES MATERIAL:** *I understand that I must obtain the sales letter directly from N.M.O.P.A. due to copyright laws. Although the other material such as envelopes and applications can be obtained elsewhere, you may pay a higher price for lower quality material. By using professionally developed sales material you benefit by increased sale volumes. It is best to get the entire package directly from N.M.O.P.A. so that everything is done right. A percentage of the printing costs are allocated for research, testing and developing sales material that continue to increase sales revenues. If you ever need to cancel an order for your material, there will be \$45.00 charge on personalized material once the artwork has been prepared. Once material has been printed, It can not be cancelled.*
2. **HOLDING CUSTOMER CHECKS:** *I understand that I CAN NOT hold customers' checks for clearance. By holding checks for clearance, you are costing yourself more money by aggravating your good customers. You will occasionally receive a bad check. Generally, for every \$4,000.00 in gross revenues that you receive, you will get a bad check for \$32.95. By holding checks and delaying the fulfillment of your customers' orders, you will have more people who simply want a refund because of the delay.*
3. **WHAT TO DO IF YOU RECEIVE A BAD PAYMENT:** *If you do get a bad check, forward a copy to N.M.O.P.A. and we will handle the procedure of collecting from your customer.*
4. **FORWARDING CUSTOMER ORDERS TO N.M.O.P.A.:** *I understand that I must forward all of my customer orders to N.M.O.P.A. for fulfillment. I also understand that I must forward these orders by certified mail to N.M.O.P.A. within one week from receiving the order. This time requirement will be strictly enforced. It is required that you keep records of all your customers in case your forwarding orders are lost in the mail. For orders totaling less than 10, it is acceptable to enclose a self-addressed-stamped-envelope for us to return verification that your order was received.*
5. **FORWARDING AMOUNTS FOR DISTRIBUTORS:** *Reports will sell for the price of \$29.95 plus \$3.00 P&H or \$32.95 for S&H. Reports cannot be sold for more than this price. Prices will increase in the future to compensate for inflation.*
6. **PAYMENTS THAT DO NOT INCLUDE P&H:** *At times you will receive payments of only \$29.95 that do not include \$3.00 P&H. It is at the option of the Distributor to either hold the order and to notify the customer (written notification must be given within 24*

hours of receiving the order) that there is a balance due of \$3.00 on the order or to simply send it through without collecting for P&H. If you hold the order, written notice must also be given to N.M.O.P.A. Whatever your decision is, you must send the required fulfillment amount to N.M.O.P.A. for the order, thus deducting this amount from your commission.

7. **KEEPING RECORDS OF YOUR CUSTOMERS:** *I understand that it is my responsibility to keep records of my personal sales and that these names cannot be sold to mailing list companies.*

Any violations of these terms will result in the loss of your Distributor privileges. Furthermore, you will forfeit your right to any and all present and/or future downline benefits.

Please fill out the following information completely. Partially completed contracts cannot be processed.

NAME: _____

COMPANY NAME (IF ANY): _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____

SIGNATURE: _____