



Commissions

v 1.1

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Commissions

This module will cover only the basics of Commissions including how to Process a Commissions Run. Viewing and Analyzing Commissions Runs will be covered in Level 2 training.

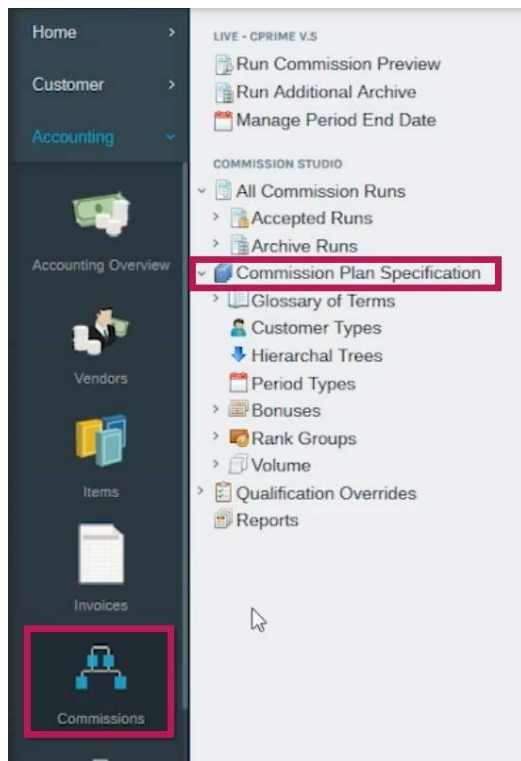
Before processing a Commissions Run, you must first understand the Client's Compensation Plan. The Compensation Plan is documented and available within the Exigo Admin > Commissions section.

How to View the Compensation Plan Inside Exigo

This document is based on the information and criteria provided by the client and is viewable through the Accounting tab. This information has been reviewed, tested, and signed off by the client.

To Review the Compensation Plan:

1. Click on the Accounting Tab
2. Click on the Commissions Icon
3. Click on Commission Plan Specification in the Commission Studio Section



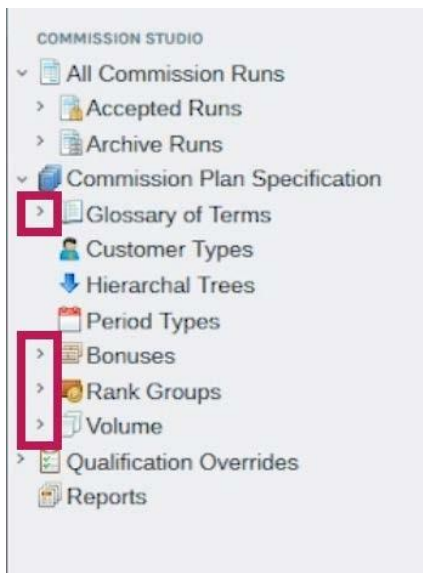
The following should open on the main screen.



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*Scrolling down will allow you to go through the entire document.

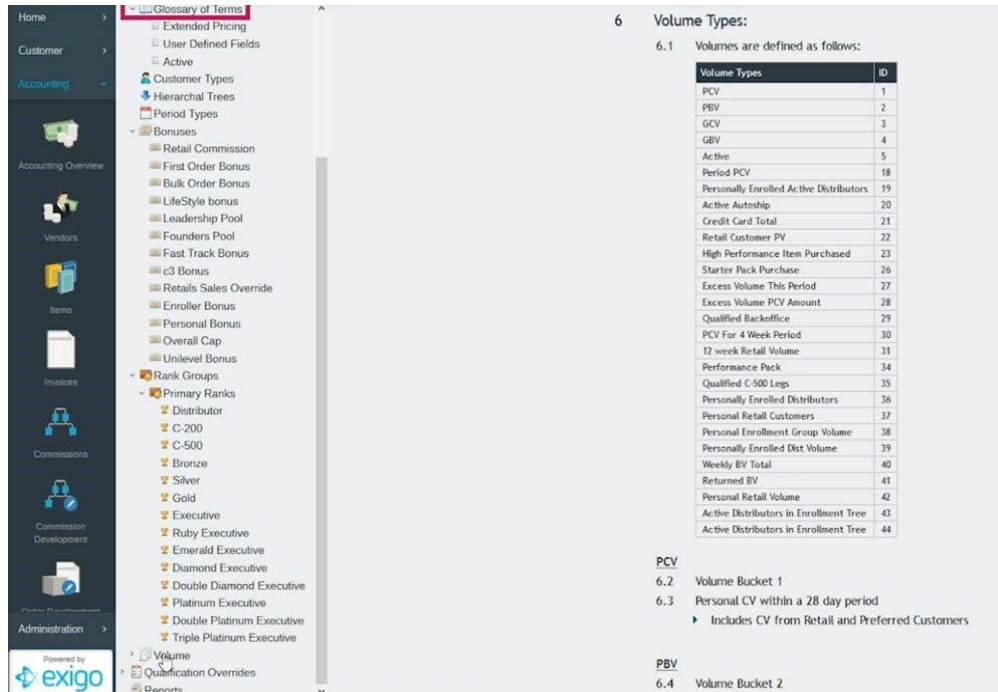
Clicking on the '>' signs will allow you to view the sections displayed in the table of contents. Click on a section in this menu to navigate to the details in that section.



- COMMISSION STUDIO
- > All Commission Runs
- > Accepted Runs
- > Archive Runs
- > Commission Plan Specification
 - > Glossary of Terms
 - Customer Types
 - Hierarchal Trees
 - Period Types
 - > Bonuses
 - > Rank Groups
 - > Volume
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Glossary of Terms

This section outlines all Terms in the Compensation Plan. All sections vary by Client. An example is shown below.



6 Volume Types:

6.1 Volumes are defined as follows:

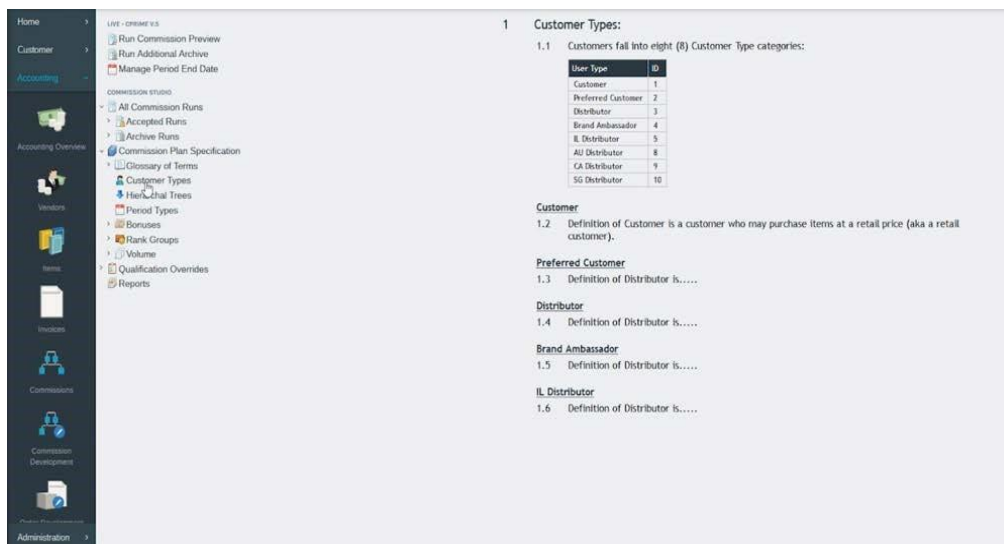
Volume Types	ID
PCV	1
PBV	2
GBV	3
GBV	4
Active	5
Period PCV	18
Personally Enrolled Active Distributors	19
Active AutoShip	20
Credit Card Total	21
Retail Customer PV	22
High Performance Item Purchased	23
Starter Pack Purchase	26
Excess Volume This Period	27
Excess Volume PCV Amount	28
Qualified Backoffice	29
PCV For 4 Week Period	30
12 week Retail Volume	31
Performance Pack	34
Qualified C-500 Legs	35
Personally Enrolled Distributors	36
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Personally Enrolled Dist Volume	39
Weekly BV Total	40
Returned BV	41
Personal Retail Volume	42
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PCV
6.2 Volume Bucket 1
6.3 Personal CV within a 28 day period
▶ Includes CV from Retail and Preferred Customers

PBV
6.4 Volume Bucket 2

Customer Types

This section defines all Customer Types to be used by the Client. An example is shown below.



1 Customer Types:

1.1 Customers fall into eight (8) Customer Type categories:

User Type	ID
Customer	1
Preferred Customer	2
Distributor	3
Brand Ambassador	4
IL Distributor	5
AG Distributor	8
CA Distributor	9
SG Distributor	10

Customer
1.2 Definition of Customer is a customer who may purchase items at a retail price (aka a retail customer).

Preferred Customer
1.3 Definition of Distributor is.....

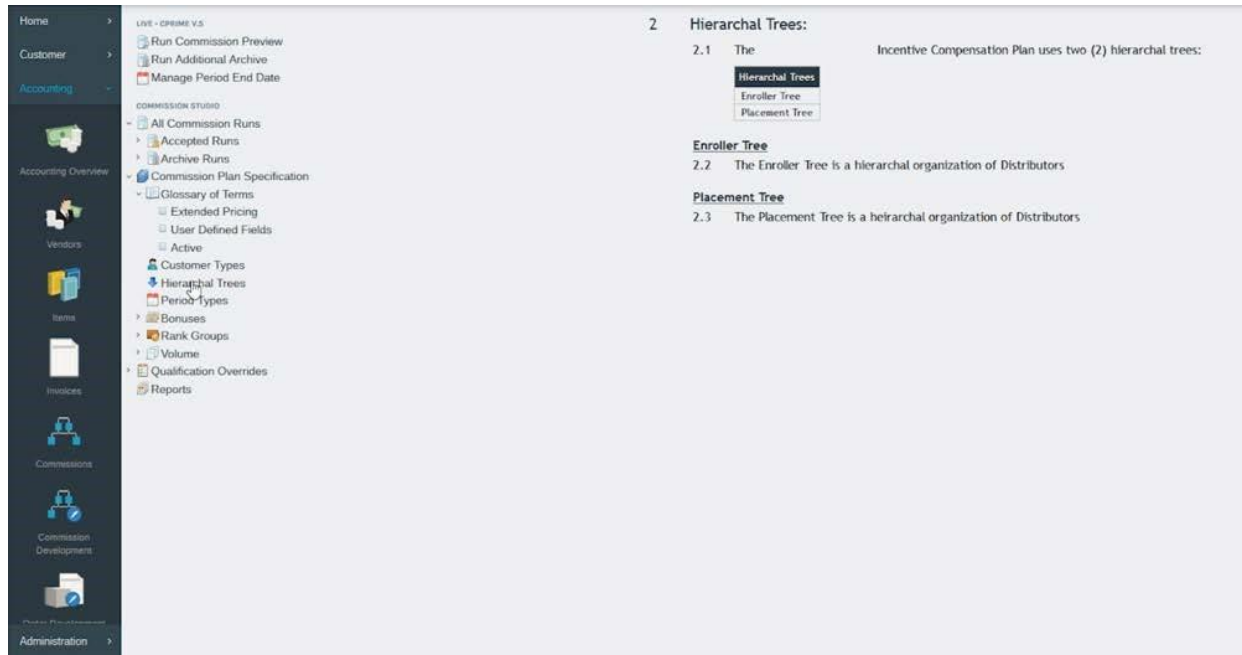
Distributor
1.4 Definition of Distributor is.....

Brand Ambassador
1.5 Definition of Distributor is.....

IL Distributor
1.6 Definition of Distributor is.....

Hierarchal Trees

This section defines the Type of Trees to be used by the Client. Trees will be reviewed in a future training module.



2 Hierarchal Trees:

2.1 The Incentive Compensation Plan uses two (2) hierarchal trees:

Hierarchal Trees
Enroller Tree
Placement Tree

Enroller Tree

2.2 The Enroller Tree is a hierarchal organization of Distributors

Placement Tree

2.3 The Placement Tree is a hierarchal organization of Distributors

Period Types

This section defines the Types of Periods that will be used for Commissions. An example is shown below.



3 Period Types:

3.1 Bonuses and volume are separated out by the following one (1) Period Types:

Period Types	ID
Weekly	1

Bonus Types

This section defines the Types of Bonuses to be paid and the Period Type to which they apply. The first screen shot shows a chart tying Bonus Types to Period Types.

4 Bonus Types:

4.1 The Exigo Demo USA LLC Incentive Compensation Plan has the following bonus types:

Bonus Type	Weekly
Retail Commission	X
First Order Bonus	X
Bulk Order Bonus	X
LifeStyle bonus	X
Leadership Pool	X
Founders Pool	X
Fast Track Bonus	X
c3 Bonus	X
Retails Sales Override	X
Enroller Bonus	X
Personal Bonus	X
Overall Cap	X
Unilevel Bonus	X

Clicking on "Retail Commission" under Bonus Types opens a new screen defining the requirements to earn Retail Commission.

7 Retail Commission:

7.1 Payees for bonus must meet the following qualifications:

- ▶ Customer Type is Distributor, IL Distributor, AU Distributor, CA Distributor, SG Distributor
- ▶ Must be a valid Distributor type.
- ▶ Customer Status is Active

7.2 Orders for bonus must meet the following qualifications:

- ▶ Order must be placed by enrolled customer
- ▶ Retail Diff (Other6) must be populated

7.3 A Distributor earns retail commissions on sales to personally enrolled Retail Customers and Preferred Customers. Retail Commission is controlled at the product level within inventory pricing.

7.4 The incentive is equal to the difference of the retail price and the wholesale price.

- ▶ The Difference in price is Represented in the Extended Price field Called Retail Diff (See Glossary of Terms)
- ▶ Bonus will pay 100% of this value

7.5 There are no fees withheld from the incentive.

7.6 The incentive is paid weekly.

7.7 Retail commissions are not part of the Distributors Max bonus payout

7.8 An example of how this is paid out goes as follows:

Customer List:

Name	EnrollerName
A	
B	A
C	A

Orders:

OrderID	Date	Name	Retail Difference
1000	1/15/2011	B	45.00
1001	1/16/2011	C	60.00

Period1 Results:

Rank Groups

This section defines the Ranks to be used by the Client. The first screen shot shows the Rank Title tied to the Rank ID.

5 Ranks:

5.1 The following table lists the ranks:

Rank Title	ID
Distributor	1
C-200	2
C-500	3
Bronze	4
Silver	5
Gold	6
Executive	7
Ruby Executive	8
Emerald Executive	9
Diamond Executive	10
Double Diamond Executive	11
Platinum Executive	12
Double Platinum Executive	13
Triple Platinum Executive	14

Volume Types

This section defines the Volume Types (commonly known as Volume Buckets) to be used in system processing. The first screen shows the Volume Types and the Volume ID.

6 Volume Types:

6.1 Volumes are defined as follows:

Volume Types	ID
PCV	1
PBV	2
GCV	3
GBV	4
Active	5
Period PCV	18
Personally Enrolled Active Distributors	19
Active AutoShip	20
Credit Card Total	21
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6.2 Volume Bucket 1

6.3 Personal CV within a 28 day period
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6.4 Volume Bucket 2

Expanding Volume Types and Clicking on "Personal Volume" displays the definition of the Volume Bucket or what is in the Volume Bucket.

