

## PROSPECTIVE DISTRIBUTOR IDENTIFICATION FORM

The Botle Buhle Brands Identification Form for Prospective Distributor is a checklist for Distributors to determine whether or not the Manager qualifies for growth to Prospective Distributor.

growth to Prospective Distributor.	
A. MANAGER'S DETAILS	
FIRST NAME	
SURNAME	DR./MRS./MISS.
BOTLE BUHLE ID	
B. DISTRIBUTOR'S DETAILS	
DISTRIBUTION NAME	
BOTLE BUHLE ID	
C. CHECKLIST	
QUESTION YES NO	
BOTLE BUHLE BRANDS WAY	
Has the Manager acted in line and behaved in accordance with Botle Buhle Brand's Vision, Purpose and Values?	
If no please give reason	
ROLE	
Has the Manager fulfilled the obligations of the Manager role?	
PROMOTED OUT	
Has the Manager promoted out 3 Managers with a minimum team size of 25 active Consultants each?	
SALES	
1. Has the Manager achieved monthly team sales of R240 000 or	more per month for 3 consecutive months?
2. Have the Manager's teams retained at least 25 active consultants per team, totalling a minimum of 100 consultants?	
3. Has each Manager's team achieved monthly sales of R60 000 or more for 3 consecutive months?	
MEETINGS	
Has the Manager attended or hosted Manager and consultant team meetings?	
2. Has the Manager attended or hosted one on one meetings with consultants?	
3. Has the Manager attended or hosted Manager team meetings co-hosted by their distributor?	
4. Has the Manager attended Support Office meetings	
ADMINISTRATION	
Has he Manager submitted weekly reports on time and correct	tly?
2. Has the Manager made payments due every month on time and in full?	
3. Is the Manager account paid up to date with no owing balances?	
4. Has the Manager placed orders on behalf of his or her team correctly and timeously?	
5. Has the Manager invoiced the Consultants out correctly?	
6. Has the Manager managed their returns and breakages?	
7. Has the Manager fulfilled the Managers administration responsibilities?	
8. Does the Manager have space to store stock safely?	
DISTRIBUTOR'S SIGNATURE	SLIPPORT OFFICES SIGNATURE
DISTRIBUTOR 3 SIGNATORE	SUPPORT OFFICES SIGNATURE

DATE

PDIF-11 2016