

Engage Playbook Bonus Board

Rules of Engagement

The Vensure Engage Bonus Board includes 144 squares with a total possible payout of \$6,768 per contest. There are 12 rows on the board with 12 squares in each row. Each row pays out as follows:

- › **Rows 1-4:** \$3.00 will be paid out for each square once each row is filled
- › **Rows 5-8:** \$6.00 will be paid out for each square once each row is filled
- › **Rows 9-12:** \$9.00 will be paid out for each square once each row is filled

This contest is designed to increase motivation, teamwork, and qualified referrals that are submitted throughout each period. When a qualified referral is submitted, a square on the bonus board will be filled with the referring party's name.

\$9												
\$6					<div style="border: 1px solid #ccc; padding: 5px; text-align: center;"> \$\$\$\$ JANE DOE <i>Manager of Marketing Services</i> </div>							
\$6												
\$6	JL	WW	KR	SL	JD	DJ	JK	WW				
\$6	JL	WW	KR	SL	KO	DJ	JK	WW	KR	SL	KO	DJ
\$3	JL	WW	KR	SL	KO	DJ	JK	WW	KR	SL	KO	DJ
\$3	JL	WW	KR	SL	KO	DJ	JK	WW	KR	SL	KO	DJ

When all squares in each row are filled, the program will pay out that level's value for each square owned.

\$3	JL	WW	KR	SL	KO	DJ	JK	WW	KR	SL	KO	DJ
\$3	JL \$	WW \$	KR \$	SL \$	KO \$	DJ \$	JK \$	WW \$	KR \$	SL \$	KO \$	DJ \$

Each square increases in payout as each row is filled within the Bonus Board. When a row completely fills in, the squares in each row below the newly completed row will increase in value

\$6	JL	WW	KR	SL	KO	DJ	JK	WW	KR	SL	KO	DJ
\$6	JL \$	WW \$	KR \$	SL \$	KO \$	DJ \$	JK \$	WW \$	KR \$	SL \$	KO \$	DJ \$
\$6	JL \$\$	WW \$\$	KR \$\$	SL \$\$	KO \$\$	DJ \$\$	JK \$\$	WW \$\$	KR \$\$	SL \$\$	KO \$\$	DJ \$\$
\$3	JL \$\$\$	WW \$\$\$	KR \$\$\$	SL \$\$\$	KO \$\$\$	DJ \$\$\$	JK \$\$\$	WW \$\$\$	KR \$\$\$	SL \$\$\$	KO \$\$\$	DJ \$\$\$
\$3	JL \$\$\$\$	WW \$\$\$\$	KR \$\$\$\$	SL \$\$\$\$	KO \$\$\$\$	DJ \$\$\$\$	JK \$\$\$\$	WW \$\$\$\$	KR \$\$\$\$	SL \$\$\$\$	KO \$\$\$\$	DJ \$\$\$\$

“Owning” lower squares on the board actually provides a greater payout. Opportunity also increases by submitting multiple referrals. When multiple referrals are submitted, the employee’s name will be on the Bonus Board multiple times. It is important to keep in mind that an employee can only get on the board one time per **business** they refer. They cannot get on the board multiple times if multiple services are referred for one company. They will, however, still receive the appropriate referral bonus for each closed service they refer for each company. Once an employee is on the board, it is in their best interest for other employees to submit a qualified referral and help fill the board. The Bonus Board will start over fresh each contest period.

There will also be additional payouts for each contest period:

- › 20 squares will pay out an additional \$25/square
- › 10 squares will pay out an additional \$50/square
- › 5 squares will pay out an additional \$100/square
- › 2 squares will pay out an additional \$500/square

Additional Prizes:

- › Drone – 1 winning square (valued at \$600)
- › Remarkable II Tablet – 2 winning squares (valued at \$450 each)
- › Nintendo Switch – 2 winning squares (valued at \$300 each)
- › Canon Camera – 1 winning square (valued at \$500)
- › Apple Watch – 1 winning square (valued at \$400)
- › Vensure Swag Gift Card – 1 winning square (valued at \$200)

These additional secret squares will be chosen at random at the beginning of the contest period. All winners will be announced after the contest is completed.

These squares will also potentially add an extra \$6,000 in payouts each contest period. This brings a total of \$12,768 in potential payouts for the Engage Bonus Board each contest period.

What is a Qualified Referral?

An employee will be added to the Bonus Board upon submission of a qualified referral. A **qualified** referral is one that results in an initial appointment or call with the referred company's primary contact. An important thing to keep in mind when submitting a referral is that the client/prospect referred must have shown interest in the service referred. This referral should technically be a warm lead for the appropriate specialist to reach out to.

Inside and outside sales employees are not eligible to participate in the Bonus Board contest. All other employees (including managers) are eligible to participate in this contest. This includes over 1,000 employees across all divisions. These employees can refer both current clients and non-clients for any service. **Please note that the employee must be employed at the time of reward payout, in order for them to receive payment and/or secret square prizes.**

For the contest period beginning July 1st, only referrals for the following services will result in the referring party being added to the Bonus Board:

- › PEO/HCM/PRO
- › EOR (Employer of Record)
- › Alternative Workforce Solutions (Solvo)
- › Master Medical Benefits (20+ employees)
- › HRO
- › Applicant Tracking
- › Recruiting
- › Telehealth (20+ employees)
- › Time/Labor Management (10+ employees)
- › Cyber Liability
- › PeopleKeys
- › Performance Management (10+ employees)

Engage Submissions

How to Submit a Qualified Referral

Once a prospect or current client shows interest in or demonstrates a need of a service, it is important for them to know that a Service Specialist will contact them as soon as possible.

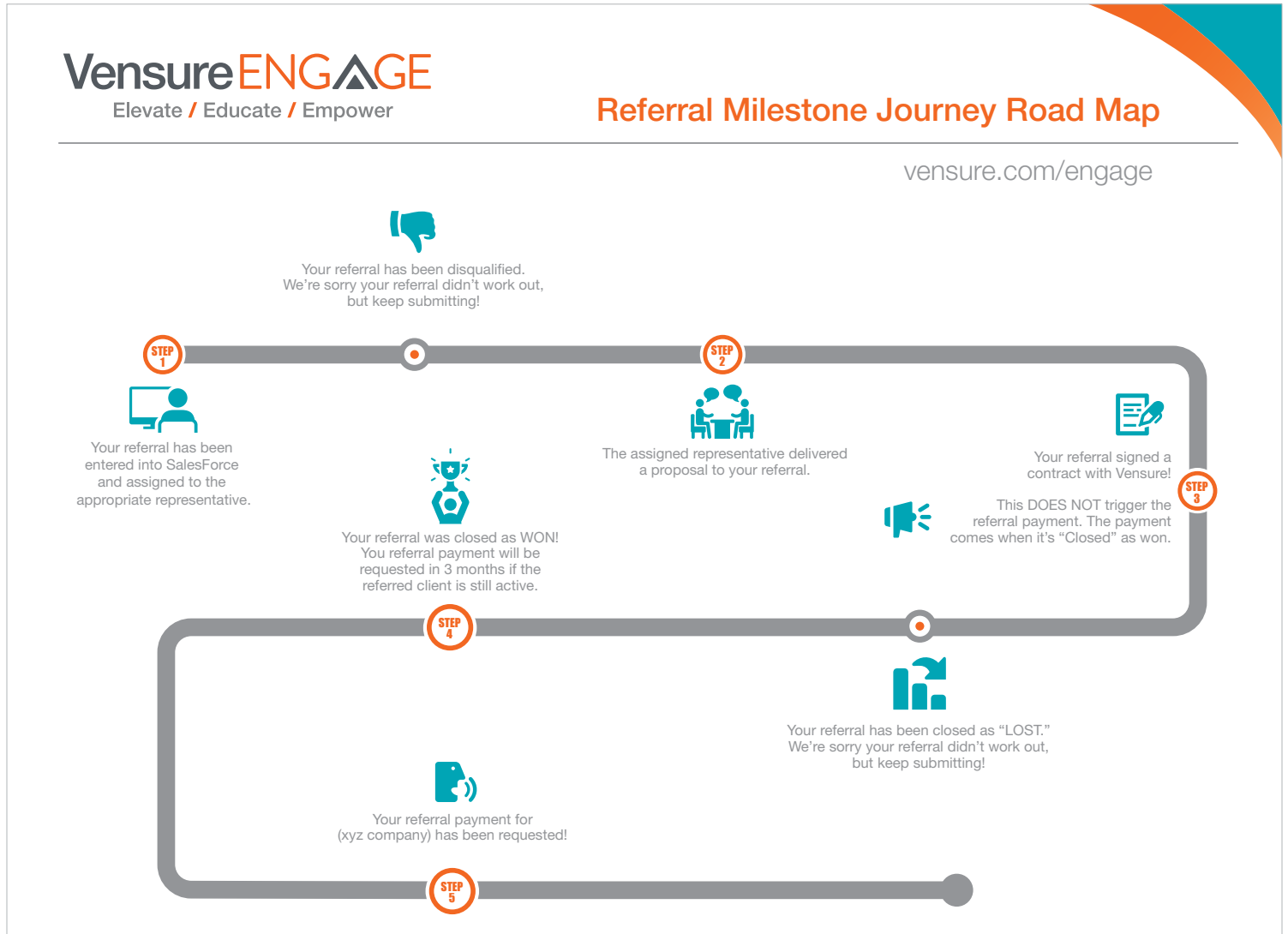
Following the conversation with the prospect, it is crucial for the employee to submit the referral right away. This will ensure that the Service Specialist is notified as quickly as possible. A referral can be submitted directly to the Referral Team via the referral form at vensure.com/engage. If the prospect is interested in multiple services, these services can be selected on the referral form. It is crucial to include the business name and contact information of the decision maker for the business referred. Additionally, it is important that the referral form be complete with all necessary information. The more information there is, the greater the likelihood of the deal closing and the referral being paid.

Once the referral has been submitted, the Referral Team will pass along all necessary information to the appropriate specialist so they are able to reach out and start the process of assistance. The Referral Team will follow the progress of and track each referral for payment for when the deal closes and the new service starts. Referral payouts are requested 90 days after the first invoice is paid and will be added to the appropriate employee's next paycheck.

continued →



The employee will receive notifications for every “stepping stone” until the deal has closed. Below is an example of the road map each employee will receive with each notification for their qualified referral:



The referring party will be notified when the referral has been assigned to the appropriate Business Consultant, when a proposal has been delivered to the prospect, if the referral does not move forward, etc.

It is important to understand that if the process for submitting a qualified referral is not followed, the referral will not count for the employee and they will not receive the referral bonus or be added to the Bonus Board.

If any employee has questions regarding the process for submitting a referral, the current progress of their referral, etc., please have them reach out to engage@vensure.com and the Referral Team will make sure their questions are answered right away!