

# Fast Start Payout Procedure

## Submitting Your Fast Start Twice (to get Cutco to your reps sooner!)

1. Monday - fill out the Fast Start prizes like normal on VectorConnect with the levels they have achieved so far.
2. Once the 10 days are complete, send an email to [specialorders@cutco.com](mailto:specialorders@cutco.com) with the following information:
  - Rep Name
  - Rep Number
  - Order # for the first shipment of prizes
  - The new level they earned (and list out the additional items they won)

## \$10k and Beyond - How Sales Promotion Tracks It

- Once per week Sales Promotion receives a Fast Start Report that lists reps who are on track to have \$10k+ Fast Start. This report is based on TABS.
- Once a rep finishes their Fast Start, Sales Promotion can see their final Fast Start total based on TABS.
- *When you have a rep on track to achieve a \$10k+ Fast Start (over 7500), post it (and tag Denise) in the HOT NEWS channel on slack - we will keep this rep on our radar!*

## What Happens Once We Have a \$10k+ Shipper

1. Sales Promotion will email the Manager of the \$10k+ Fast Starter with the total we have to ensure the Manager's total matches ours.
2. If the TAB total does not match what the Manager has, we will investigate as to why (did they have an extra day in their Fast Start, were their Fast Start dates different than their first 10 days on the job, etc.)
3. Sales Promotion will then verify that all orders tabbed within the time period the Manager discussed.
4. Once we come agreement on the same number, Sales Promotion will email the Sales Rep to fill out their \$10k+ Fast Start Survey.
5. Managers will work with the rep to complete and submit the survey
  - \*please always let Denise know when you have a 10k+ Fast Starter, don't wait for Sales Promotion to contact you
  - \*remember double credit does NOT count for anything above the Cutco prize levels

## What Happens Next? When Are Prizes Paid Out?

Three things happen:

1. There is a 15-day hold period prior to sending \$12.5k+ prizes to ensure all the rep's orders tab and can be verified if need be.
2. Sales Promotion will coordinate with the Manager how the prize will be paid out. Ex. discussions on when the Manager will take the rep on a shopping spree, address to send the Gift Card to etc.
3. Once Sales Promotion has received the rep's completed \$10k+ Fast Start Survey, and the 15-day period is over, Sales Promotion will pay out the non-Cutco FS prizes.

*\*The 10k Fast Start dinner will be coordinated with your DVC. This dinner is generally done with the other winners so they can celebrate as a group. The dinner is only for the 10k+ Fast Start rep (not the rep plus guests).*