



PRODUCT SPECIFICATION APPLICATION / PROJECT REGISTRATION FORM

Minimum Order Qualification: \$100,000 List

This application requests a specification fee to a specifying Dealer if the project and SurfaceWorks product is ultimately sold to a competitive SurfaceWorks Dealer.

DEALER INFORMATION:

Application Date: _____
Dealer Name: _____
Address: _____
City, State, Zip: _____
Dealer Contact Signature: _____

Independent Rep Name: _____
Dealer Contact: _____
Phone: _____ Fax: _____
E-mail: _____

The Dealer represents and warrants that it has reviewed this form, that the information included is accurate and complete, and that it has read and understands the terms and conditions of this program.

PROJECT INFORMATION:

End User Name: _____
End User Contact: _____
Project Location: _____
Expected Order Date: _____

Project Reference: _____
Title: _____ Phone: _____
Project Duration/Phases: _____
Expected Delivery Date: _____

A & D Firm Name: _____
A & D Firm Contact Name: _____

City: _____ State: _____ Phone: _____

SUPPORTING DOCUMENTATION: (Check all that apply and attach to application)

Multiple Dealer Bidding: _____ Written end-user specification: _____
Public Request For Quotation: _____ End User Letter: _____ Dealer Proposal: _____
Other Evidence / Comments: _____

PRODUCT SPECIFICATION: (Include any or all quote #'s)

Product Description or Product Number	List Price	Total Qty	Total List \$		Phase 1 Qty	Phase 2 Qty	Phase 3 Qty	Phase 4 Qty
Total List Price								

By completing and signing this form, SurfaceWorks acknowledges that we have thoroughly reviewed the project with both the Dealer and end user and is satisfied that SurfaceWorks products were specified for the project as a direct result of substantial efforts by the Dealer/Specifier.

SurfaceWorks Representative: _____
SurfaceWorks Signature: _____

PROJECT INFORMATION: (internal use only)

Type of Project (circle one): Single Order –or– Project Duration

Quote #: _____ PSA %: _____ PSA \$: _____ PSA Expiration: _____

Requesting Dealer Discount: _____

Note: Upon approval, no additional discount will be offered to specifying Dealer or bidding Dealer.



SPECIFICATION FEE PROGRAM

This program, effective May 1, 2007, recognizes the dealer who originates a SurfaceWorks product “or equal” bid project specification that results in an order to SurfaceWorks. For such efforts on our behalf, we will pay a service fee issued as a credit against the dealer’s account in the event that the Dealer is not awarded the project. This page sets forth the terms and conditions of the Specification Fee Program.

PROGRAM QUALIFICATION:

- The Dealer must be an authorized SurfaceWorks dealer and in good standing at the time of application.
- Whether the project is Publicly or Privately funded, the project Request-For-Quotation must be open to multiple dealer bidding. Projects containing SurfaceWorks specifications that are not open to multiple dealer bidding do not qualify for a specification fee.
- The project must total a minimum of \$100,000 list price of SurfaceWorks products.
- The registered dealer must bid SurfaceWorks products on the project in order to receive Specification Fee.
- Standard list pricing and dealer program discounts must apply if dealer is to receive the full Specification Fee.
- In the event that special pricing or other incentives apply to dealer or bid, SurfaceWorks reserves the right to reduce specification fee or eliminate other incentives to account for special price level.
- No dealer may register or be approved for a Specification Fee if special pricing has already been assigned to another dealer.
- Only one dealer per specific project will be approved for a Specification Fee.
- This program does not apply to Federal and G.S.A. related projects.

APPLICATION / SUPPORTING DOCUMENTATION:

- SurfaceWorks must receive a properly completed application along with all required supporting documentation prior to special pricing being granted and/or order entry. Incomplete applications and/or applications lacking the necessary supporting documentation will not be considered.
- Supporting documentation must include the written end-user specification and/or RFQ showing SurfaceWorks products “or equal”, or a letter from the end-user indicating dealer specifying activity on SurfaceWorks behalf. PLEASE NOTE: A copy of the dealer’s proposal of SurfaceWorks products alone without other supporting documentation will not meet evidence requirements.
- Only one dealer will be approved for a specification fee per project. The dealer submitting the first application / documentation received by SurfaceWorks which meets all of the requirements for the program will be registered as the Specifying Dealer and qualify for the Specification Fee.
- Registered dealer will be assigned a bid number and that number must be indicated on their purchase order.

PAYMENT:

- If the project bid specification results in an order for SurfaceWorks, the registered dealer will receive a fee for their services. The percentage will be applied to the project’s net invoice(s) total.
- If the registered dealer is awarded the project and places the order, the specification fee will be paid to the dealer in the form of a credit memo issued upon payment of project invoice.
- If the registered dealer does not win the project, yet SurfaceWorks still receives the order from another dealer, the specification fee will be paid to the registered dealer in the form of a credit memo against their account issued upon payment of invoice.
- In all cases, SurfaceWorks must ultimately receive the order (with designated bid number) and invoice(s) payment before the registered dealer is eligible for specification fee.

SurfaceWorks reserves the right to determine, in its sole discretion, which projects and dealers qualify for the Specification Fee Program. SurfaceWorks also reserves the right to modify or terminate the Specification Fee Program at any time.