



2017 Distributor Incentive Trip Guidelines



Eligible Distributors

1. US or Canadian Regional Distributors in the Partners in Profit Program
2. Distributors who purchase \$300,000 (US) or more of product and services volume that is credited as part of commercial distributor volume in 2017. One trip for 2 people maximum awarded per distributor.
3. Distributor must have achieved at least 3% growth over prior year.
4. Must meet all criteria of behavior and alignment on the Partners in Profit Distributor Tier Calculator.

Winners

For the Eligible Distributors based on the above criteria:

1. The top distributors by volume in each 2017 Partners in Profit group (Platinum, Gold, & Silver) will be winners of the incentive trip.
 - a. Top four (4) in Platinum group
 - b. Top three (3) in Gold group
 - c. Top two (2) in Silver group
2. Distributors with commercial distributor volume in excess of \$1.5 million (US) in 2017 will automatically be a winner of the incentive trip if growth, behavior, and alignment identified in Eligible Distributors section are also met.

Trip Guidelines.

1. Winners will win a trip for 2 on an exciting wine-themed Rhine River cruise.
2. Incentive trip dates are April 4 – 11, 2018.
3. Program duration is 12 months, beginning January 1, 2017 through December 31, 2017.
4. Must be an active Tennant or Nobles distributor as of June 1, 2017 and at the time of the incentive trip to be eligible. Any distributor whose association with Tennant is terminated (by either party) forfeits all rights and trip earned.
5. Returns on qualifying purchases after the close of the business year are not allowed.
6. To be eligible, partner's account needs to be current throughout the year and in good standing at the time of the scheduled trip. Tennant reserves the right to rescind trip award privileges due to slow pay at any time throughout the year.
7. Neither cash nor credit will be paid in lieu of the earned trip.



2017 Distributor Incentive Trip Guidelines



8. Winners must communicate their intent to take the trip by January 31, 2018 or space will not be guaranteed.
9. Travel awards may be used only by principals, owners, or general managers of the partner company. Tennant reserves the right to award the trip to another partner if the principal, owner, or general manager from the winning company is unable to attend.
10. From our experience, children on the incentive trip distract from the experience of interacting with other distributor principals and Tennant management. Therefore, we must request that only adults and adult guests (21 years or older) attend the trip. In the event an adult guest cannot attend, then you may elect to take the trip solo or forfeit the trip.
11. Partners will be awarded one trip for two if the above requirements are met. One trip maximum awarded per distributor.
12. Any costs associated with flight or occupancy deviations from the standard program are the partner's responsibility and must be paid 30 days prior to program dates. Tennant reserves the right to offer an alternative incentive award of equal value for the trip, in the event there are circumstances beyond our control, which would make travel risky, unsafe, or otherwise undesirable.
13. All taxes arising from the trip awarded in this program are the sole responsibility of the partner. If the winning partner is not a corporation, a completed Form W-9 or W-8BEN-E is required prior to the trip, to ensure Tennant's IRS reporting requirements are met. If required to do so, Tennant will issue a Form 1099 to recipients. Form 1099s will not be issued to recipients that are corporations.
14. In the event that any question or conflict should arise over the interpretation of program rules or to those applying to earned awards, resolution will be made by Tennant Sales and Service Company who has final authority for the program.