



# Distributing our Products

If you are interested in joining our Team and distributing our products, the next step is to have a quick read through our Company Policies and Appointments. You will then need to submit an Application Form; you can do this online via our website. You are also welcome to let us have any questions that you may have at this stage and we will be able to guide you on the best way forward. Once we receive your Application Form, your details will be processed and you will receive confirmation of your appointment via SMS or e-mail. You can then start collating and placing orders immediately and you will start to receive various product updates, competitions, product tips and specials. You can send all your queries and any orders to : **online@naturcare.co.za** 

# Company & Policies

NaturCare Products (Pty) Ltd is a company registered in South Africa in terms of Section 14 of the Companies Act, 2008 and is the registered owner of the NATURCARE Trade Mark. It produces and supplies various SkinCare, BodyCare, HealthCare and HomCare household cleaning products.

# Products

Special care is taken to ensure that the products are gentle on the environment and are as safe as possible. A policy of maximum concentration and minimal packaging has been adopted to further reduce waste and to promote increased biodegradability. The products are not tested on animals. The Company reserves the right to change, introduce or withdraw its products at any time.

# Guarantees

If a customer is not satisfied with a Product, it may be returned within 14 days for a full refund or replacement. Any faulty products may be returned for a refund or exchanged within 3 months of purchase, provided the product has not exceeded its expiry date.

# Distributors

The Company reserves the right to appoint and supply products to Distributors, who will be required to complete and submit an Application Form and who will all operate as Independent Agents. All Distributors are expected to promote the products honestly and to operate their businesses with integrity. They shall not misrepresent the products or the business opportunity in any way and are expected to familiarize themselves with the products through the available Product Data Sheets.

Distributors may not approach shops to sell the products, unless specific permission has been granted by the Company in writing. There are no restrictions regarding areas within South Africa where they may sell the products. Due to International restrictions, they may not sell, supply or distribute the products outside of South Africa, unless permission has been granted in writing by the Company. The Company may change its' marketing and distribution structure at any time.

# Fees & Licenses

Group Distributors, Area & Regional Managers will be charged a non-refundable annual Distributor Fee of R120.00, or part thereof, payable annually on or before 1 January. Where applicable, Distributors must obtain their own licenses and pay any relevant taxes.

# **Pricing & Payment**

The Company reserves the right to adjust its' pricing at any time, without prior notice. Pricing is based on payment with order and orders will only be sent once payment has been received, this is applicable to all distribution levels. No cheques may be tendered for payment without prior approval from the Company. Prices are generally inclusive of VAT.

# **Orders & Deliveries**

Orders should preferably be placed by e-mail or fax, but can also be placed telephonically. A minimum of two full working days should be allowed for orders to be packed and consigned. Any damages or shortages must be recorded on the delivery note and reported to the Company within 2 days of receipt of goods. The company may decide on the mode of freight at its' own discretion.

# Advertising

Distributors may advertise through local and social media, provided the format or artwork has been approved by the Company.

# **Appointments**

# NaturCare Distributor

NATURCARE Distributors must submit an Application Form and will receive **15%** discount on orders of **6 units** or more. They can collate orders from customers and are required to purchase an average of **18 units** per quarter in order to retain their discount level. Products will be supplied by their Group Distributor, Managers or directly by the Company. They will receive updates and specials via e-mail. No Registration Fees are applicable.

# • NaturCare Group Distributor

NATURCARE Group Distributors are appointed by Regional or Area Managers, or directly by the Company. They are required to complete and submit an Application Form. Products will be supplied by their Regional or Area Managers or directly by the Company. NATURCARE Group Distributors will receive **25%** discount on orders of **18 units** or more. They are required to purchase an average of **54 Units** per quarter in order to retain their discount level. Registration Fees are payable.

# NaturCare Area Manager

NATURCARE Area Managers are appointed by Regional Managers, in consultation with the Company, or directly by the Company. They will be supplied products by a Regional Manager or directly by the Company. They will assist their Team with product training, placing orders and general queries. Area Managers will receive **35%** discount on orders of **36 units** or more. They are required to purchase an average of **108 Units** per quarter in order to retain their discount level. Registration Fees are payable.

# • NaturCare Regional Manager

NATURCARE Regional Managers are appointed directly by the Company. They will assist their Team with product training, placing orders and general queries. They will be supplied products directly by the Company. Regional Managers will receive **45%** discount on orders of **72 units** or more. They are required to purchase an average of **216 Units** per quarter in order to retain their discount level. Registration Fees are payable.

# General & Communications

- Appointments are reviewed quarterly by the Company and by NaturCare Managers, where applicable
- All Distributors agree to receive e-mails, SMS and other communications from the Company
- The Company will adhere to a strict "unsubscribe | opt out" policy for all communications

# Freight Charges & Discounts

Appointment	% Discount	Basic Rate Per Order	Unit Rate	Min Units Per Order	Units Per Quarter	Annual Fees
Distributor	15	R35.00	6.00	6	18	Nil
Group Distributor	25	R45.00	5.00	18	54	120.00
Area Manager	35	R55.00	4.00	36	108	120.00
Regional Manager	45	R65.00	3.00	72	216	120.00

# • Freight Charges

Freight Charges per the above schedule are applicable to orders placed directly with the Company. Where deliveries are made or arranged by Managers or Distributors they should confirm the cost before processing and delivering an order.

If a Manager or Distributor at any level, requests the Company to send an order that is smaller than their required Units per Order, the actual freight costs for the applicable order will be charged. A quotation will usually be given before sending.

Where two Managers or Distributors at any level combine an order for delivery to one address, the Basic Rate of the higher level will be shared and the relevant Unit Rate charged.

There are no freight charges for Customers who order for R500.00 or more.

There is no freight cost for any orders collected at the Company premises.

The published freight charges are applicable to goods sent within South Africa. For export orders, freight charges will be by special request.

#### • Discounts

Discounts rates are fixed for one calendar quarter, or part thereof, if a Distributor joins during a quarter. Discounts are applied to the published Retail Price List. Discounts are not applied to Brochures, Order Forms, Stationery, Sales Aids, Applicators or to items as and when indicated by the Company. There will be separate Price Lists for these items.

#### Insurance & Method

Goods sent do not include insurance, where requested an additional 3% will be charged. It is important to note that the Company may decide on the type of freight to be used.