



NCSPlus Incorporated

Sales Representative Training Commitment

I, _____ will begin my sales training with NCS on _____.

The NCSPlus Sales Training consists of three parts:

- Initial Classroom Training – approximately four hours.
- Field Training – approximately two weeks.
- Advanced Classroom Training – approximately four hours.

Initial Classroom Training covers the first four chapters of the NCSPlus Sales Manual, Introduction and Background, Prospecting, Qualifying and Pre-conditioning, and the Presentation. The full sales kit is issued to the representative at the initial training. The representative is expected to be able to recite the 'Introduction' from memory and be familiar with the company prospecting techniques for generating initial sales contacts.

Field Training is designed to familiarize the representative with the complete sales process including prospecting, qualifying and pre-conditioning, presentation of the services and closing the sale. The representative will observe the manager:

- On at least two complete presentations to decision-makers with the accounts out.
- Working in the field making cold canvassing calls for five to eight hours.
- Contacting prospects on the telephone for five to eight hours.
- Making an initial installation or service call with an existing client.
- Writing an order, entering the order into the web-site and placing initial accounts into the system.

The representative may give a presentation on his own as quickly as possible after he has observed at least two presentations. The representative must be able to recite the presentation verbatim to the manager's satisfaction BEFORE he goes into the field to give a presentation on his own. If the manager gives a presentation to the representative's prospect and an order is written, it will be split between the manager and the representative. Field Training should be completed within two weeks.

Advanced Classroom Training covers chapters three through six of the NCSPlus Sales Manual. The Representative should be able to recite the Introduction, the Presentation and the Fixed-Fee Philosophy verbatim to the satisfaction of the manager. Special emphasis is given to qualifying and pre-conditioning to make sure the Representative knows how to determine what level of service to present and how large of an order to ask for. The manager reviews how to manage leads, follow-up on prospects and service clients. The Representative should have completed the Training Module Workbook, and the manager will go over the workbook during the Advanced Training. The manager will conclude the session by going over the local sales meeting policies and setting goals for the Representative.

Understood and agreed,

Representative	Date	Manager	Date

Note to NCS Manager: Please provide a copy of this completed Sales Representative Training Commitment form to the Trainee and forward a copy along with the Independent Account Representative Agreement, completed Hiring Application and Jump-Start Training Form (internet or manual) to the NCS Home Office via Fax and Mail.