

Discounts and Commissions

It is recognized, primarily due to competitive reasons, a discount off the standard multiplier may be required to procure a sales order. Upon determination of such requirement, the sales representative must submit a discount request via the Greenheck CAPS selection. Dependent upon the order size, product mix, and expected release date, a discount may be authorized. If authorized, a quote authorization form stating the authorized multipliers will be emailed. The intent of this policy is to ensure the sales representative and Greenheck mutually share in the price reduction of a discount order.

All discounts are authorized and referenced as a "D" number. Discounts are only valid as shown in authorized discount. For validity extensions, contact your Regional Director. Revisions to any product may require a new discount request using CAPS.

Discounted orders may require a copy of the customer purchase order translated to US dollars (USD) with the product EXW price identified. All freight costs and any duty should be shown separately. The PO document may be used to verify and adjust commissions.

Greenheck reserves the right to request a copy of the representative's quote to their customer.

Please follow the below guidelines when submitting a discount via CAPS:

- Maintain the same project name throughout your multiple discount requests. Names should only differ with revisions (ex: basis of R1, R2, R3, and so on).
- Accurately select the stage of bid in CAPS.
- Enter the desired multiplier in CAPS based on the actual scenario reflecting the current status of the project. ***
- Complete all the discount request options in your CAPS file including the forms under the Ordering, Delivery, Pricing, Requested Pricing, Competitors, Bid Information and Notes tabs.
- Include any additional information or notes of a project in the "Notes" section
- Please do not start a new CAPS file for an updated discount request, you can re-submit your existing file once the selections have been updated as needed.
- If a Special Design is required for your project, it must be priced by Greenheck through the Special Design Request (SDR) process on RepNet and added to your CAPS selection prior to submitting the discount request.

****Reps are responsible for understanding the requested multipliers (net prices) for each project and product category. Every project varies in pricing, as we manufacture highly configurable products. Requesting similar multipliers for each product category on every project reflects a hit-or-miss conduct which is not helpful when analyzing actual market situations and pricing demands.*