# Instructions for Twelve Oaks Scandinavian Living Collection SPIFF Program

Thank you for supporting Twelve Oaks and our Scandinavian Living Collection SPIFF Program, valid from Monday, September 25, 2023, to Sunday, December 31, 2023. Please follow the Instructions and Terms & Condtions below.

### Step One:

The Scandinavian Living Collection SPIFF Program Form will be available on our website for English and French on Tuesday, October 10<sup>th</sup>, 2023. The following links will be used to create an account as well as submit forms after you have successfully registered.



For English, please use the following link <u>https://twelveoaks.ca/spiff</u> or scan the QR code.



For French, please use the following link <u>https://twelveoaks.ca/fr/spiff</u> or scan the QR code.

#### Step Two:

After visiting the Scandinavian Living Collection SPIFF Program form on the Twelve Oaks website, please complete all sections of the form in their entirety to create an account.

Contact information such as first name, last name, phone number, personal address email address and dealer name will be required to fill out.

\*Please note that your privacy is significantly importance to Twelve Oaks. Twelve Oaks will protect your personal information with the utmost care.

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PRODUCTS V RESOURCES V PROJECTS ROOM VISUALIZER BLOG	ABOUT	ORDER FREE SAMPLES FIND & DEALER CONTACT
SPIFF Account Login	SPIFF Registrat	ion
	Please fill in the form fields below to regi mandatory.	ister for the SPIFF program. All fields are
	First Name (Required)	Last Name (Required)
	Email (Required)	Phone (Required)
	Personal Address (Required)	
	Street Address	City
	State / Province / Region	ZIP / Postal Code
	Canada 🗸	)
	Country	
	Dealer Name (Required)	
	REGISTER ACCOUNT	
	' By submitting the form, you agree to Tw	velve Oaks flooring Terms and Conditions

#### Step Three:

Click the "register account" on the bottom of the page for record purposes. After you create an account, you will be able to sign in using the same link. The form will be used for each SPIFF job registration, and you will be able to see every purchase order you have submitted. Every sales rep is required to register each sale separately pertaining to Scandinavian Living Collection flooring. Grouping multiple sales in a single registration will not be applicable.

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PRODUCTS V RESOURCES V PROJECTS ROOM VISUALIZER BLOG	ABOUT ORDER FREE SAMPLES FIND A DEALER	CONTACT
Po #: 645411         Total: 999.00         Po #: 123456         Total: 2452.00	SPIFF Claim All fields are mandatory  PO Number (Required)  Line-Items Total (Required)  SUBMIT CLAIM  * By submitting the form, you agree to Twelve Oaks flooring Terms and Conditions	



## <u>Terms & Conditions for Twelve Oaks</u> <u>Scandinavian Living Collection SPIFF</u> <u>Program</u>

- 1. Payments will be received by cheque during the first week of November 2023, December 2023, and January 2024.
- 2. All Scandinavian Living orders require to be fully paid first, then a cheque will be issued to the proper sales rep.
- 3. If a customer returns over 10% of their order, the returned boxes will not be qualified for the Scandinavian Living SPIFF Program.
- 4. Return Conditions: Should a customer return their remaining Scandinavian Living flooring within the Scandinavian Living SPIFF Program time frame, it must be -
  - In its original, unopened condition and is in resalable condition.
  - Free from any damage or defects caused by the customer.
- 5. If any dealership/sales rep has inquiries, please contact Christina Tachdjian from the Marketing Department at c.tachdjian@twelveoaks.ca.

