



# SPIFF Registration Form

Please submit by Fax or electronically with the email button above

Please Fill Out COMPLETELY and LEGIBLY.  
Incomplete forms will delay payment.

### Spiff Recipient's information:

- Check here if THIS IS YOUR FIRST TIME REGISTERING for the 9 to 5 Seating REWARDS PROGRAM
- Check here if form indicates a CHANGE OF ADDRESS or other information.

Your Full Legal Name: \_\_\_\_\_

Your Social Security Number: \_\_\_\_\_

Your Dealership's Name: \_\_\_\_\_

Your Dealership's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ ext. \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Your Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Order Information (optional):

If you have already submitted a PO please provide the information so that we may apply your new SPIFF ID. On future orders you need only add the SPIFF ID to the actual PO and SPIFF will automatically be paid.

PO #'(s): \_\_\_\_\_

Comments: \_\_\_\_\_

### Terms and Conditions of the SPIFF Program

Participant must be an authorized dealer sales representative for 9 to 5 Seating products, 18 years or older, and a resident of the United States. Dealership accounts must be current with 9 to 5 Seating to receive timely payments. Chairs must be sold at 9 to 5 Seating's standard discount applied to 9 to 5 Seating's current price list. **This form must be received within 90 days of the order entry date.** Checks are issued for a single or cumulative orders totaling a spiff of \$50 or more. 9 to 5 Seating issues checks on the 10th calendar day of every month (or the first business day thereafter). Invoices must be paid in full before processing SPIFF. All checks are mailed to your 9 to 5 Seating Sales Representative for local distribution. Taxes are the sole responsibility of the participants.

Upon submitting a completed and valid SPIFF Registration Form, you will receive a letter from our office to confirm your registration in the Rewards Program and also to provide you with your unique SPIFF ID Number. Please be sure to submit this number with your purchase orders. Clearly note on all purchase orders "SPIFF ID NUMBER: ##### for" your name.