

# SUCCESS GROUP INTERNATIONAL PARTNER NETWORK

Rebates. Discounts. Profits.

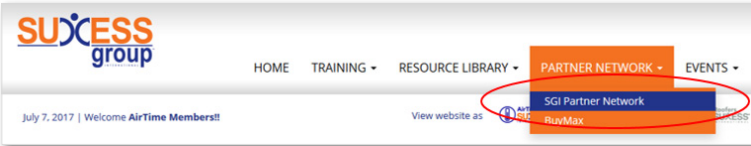
## Welcome! Let's get started:

The Partner Network is accessible from [www.yoursgithub.com](http://www.yoursgithub.com). Most companies have only one login. If you need a login, see your owner/manager. If you have forgotten your password, click the link to reset it.

After you click on Partner Network, if you don't see this page and receive an error message, try logging on with Chrome or Firefox. Click the icon where you want to go.

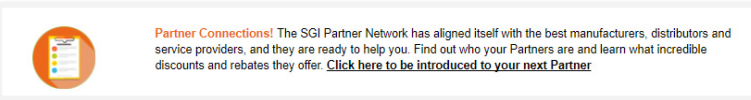


Click on Partner Network at the top of the dashboard.

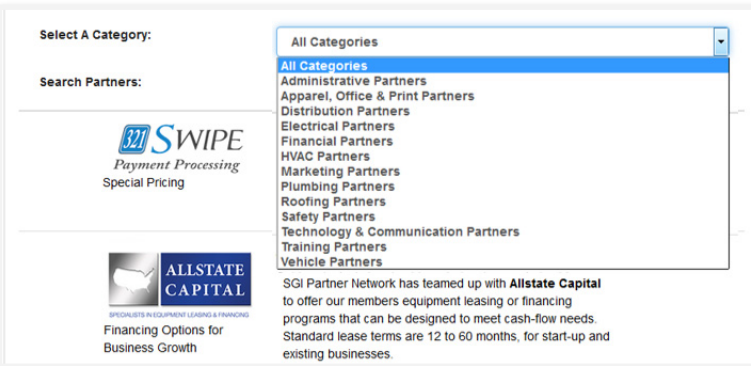


## Meet Our Partners:

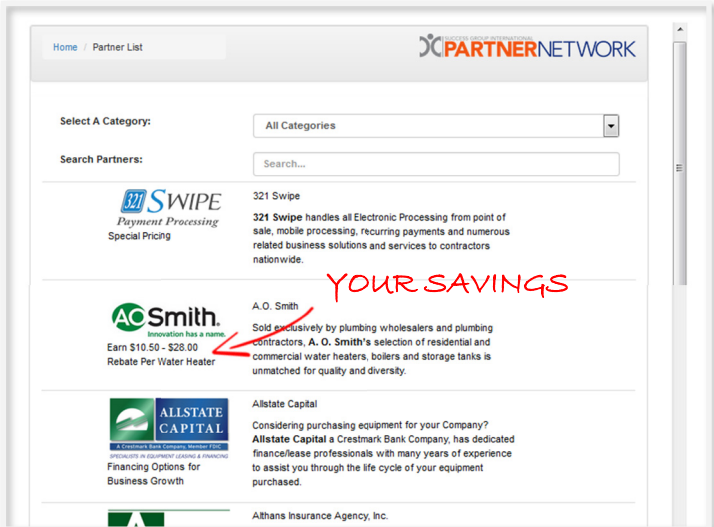
Click on Partner Connections to view the list of partners.



Navigate the Partner list by scrolling alphabetically, searching by category, or typing in a company name.



Click on the Partner name or logo to learn more, contact the rep, find forms, sign up, and watch videos.



## Take a closer look:

The Partner Resource Page provides valuable information about the partner's products, savings, links, and videos. If you are new to SGI or the partner is new to you, contact the Rebate Contact and notify them that you are part of the SGI Partner Network to ensure that your account reflects the negotiated discounts or rebates (or both).

The screenshot shows the Partner Resource Page for Staples Business Advantage. At the top, there is a navigation bar with "Home / Partner List / Staples Business Advantage" and the "PARTNER NETWORK" logo. The main content area features a large orange box with the text "Special Pricing - Plus 1.4% Rebate" and a blue button labeled "+ Preferred Partner". To the right, there is a list of benefits for SGI members, including access to StaplesAdvantage.com, 3,000 aggressively-priced items, up to 30% off List Price, and FREE next-business-day delivery. Below the benefits, there is a section for "Partner Contact" with the name Mina Morrissey, phone number (813) 765-0068, and email Mina.Morrissey@Staples.com. At the bottom, there is a video player with a play button and a progress bar.

Handwritten annotations in red include:

- "Your benefit" pointing to the orange box.
- "Click here to add this partner to the reporting list" pointing to the "+ Preferred Partner" button.
- "Look for important links" pointing to the "Click here" link in the registration section.
- "Website link" pointing to the "www.staplesadvantage.com" link.
- "Partner contact info" pointing to the contact information for Mina Morrissey.
- "Watch videos" pointing to the video player.

## Zoom in:

Click the "Preferred Partner" button to add this company to the quarterly reporting list. Even if you only use this partner occasionally, it is a helpful reminder to report for them if you have made any purchases. Clicking again will toggle the option to remove the preferred partner from the list.



## Sign up:

Manufacturers that sell their products through a distribution center need your account information to identify your purchases to pay their rebate. For partners that require a Preferred Partner Collection Form (PPCF) you will see a "PPCF Form" button instead of the "Preferred Partner" button. By registering your distributor and account number, a PPCF will be sent to the manufacturer and Partner Network. Plus, this partner and your distributor will be featured on your quarterly reporting list. Please note: These forms must be on file within the quarter that the purchases are made to qualify for the rebate. Do this step TODAY!

PPCF Form

← Find this button on the resource pages of manufacturers.

## Zoom in:

Fill out a PPCF for each brand of manufacturer you use. For example, separate forms will need to be completed for Goodman, Amana, and Daikin as well as each brand in the A.O. Smith family of brands. The contact information for your supplier is required. Please include the name, Email, and phone for your salesperson or store manager. Add as many distributors or account numbers as you need by clicking on "Add Distributor."

Home / Partner List / A.O. Smith / PPCF Form

**PARTNER NETWORK**

### A.O. Smith

Member Id: SGIOPS

#### Your Company Information

* Company Name	<input type="text" value="Your Company Name"/>	* Address	<input type="text" value="Address Line 1"/>
Company Name 2	<input type="text" value="Company Name 2"/>		<input type="text" value="City"/>
* Contact Name	<input type="text" value="Contact Name"/>		<input type="text" value="Michigan"/> <input type="text" value="Postal Code"/>
* Contact Email	<input type="text" value="Email Address"/>	* Contact Phone	<input type="text" value="Phone Number"/>

#### Your Distributor Information

* Distributor Name	* Account #	* Distributor Contact	
<input type="text" value="Distributor Name"/>	<input type="text" value="Acct Number"/>	<input type="text" value="Distributor Contact Name"/>	
* City	* State	* Contact Email	* Contact Phone
<input type="text" value="City"/>	<input type="text" value="State"/>	<input type="text" value="Contact Email"/>	<input type="text" value="Contact Phone"/>

Made an error or permanently changed suppliers?

I am authorized to submit information on behalf of Your Company Name

* Your Name	<input type="text" value="Type Name"/>
* Your Title	<input type="text" value="Type Title"/>

→ Your company

→ Distributor info

→ Add more!

→ Done!

Click to remove.

→ Your info

## Report quarterly:

You have 40 days after the end of each quarter to report your purchases. While there is no penalty for not reporting (NO FORFEITURES!), we highly recommend that you [report your purchases online every quarter](#) to verify that the partner has paid you correctly and you receive every rebate dollar available.

<u>Quarter</u>	<u>Dates</u>	<u>Reporting Deadline</u>
First	January 1–March 31	May 10
Second	April 1–June 30	August 10
Third	July 1–September 30	November 10
Fourth	October 1–December 31	February 10

From the home screen, click on "Partner Rebates."



**Partner Rebates!** Every dollar saved is a dollar added to your net profit. To ensure you receive the rebates you've earned, we **highly recommend** you report your purchases every quarter. Now it's easier than ever through your Partner Network Portal! Reporting will open for 30 days after the close of each quarter, and it allows us to verify that each Partner has recognized all your purchases. [Click here to report your purchases](#)

















## Zoom in:

Currently the reporting page is under construction, but here is a preview of what you can expect when you report in October 2017.

All Categories

Partner Search...

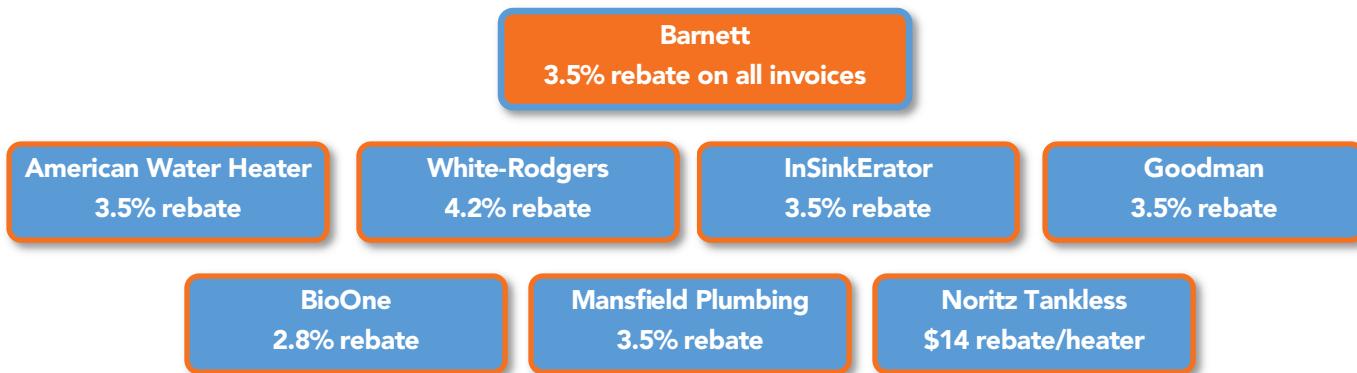
### Open Rebate: Quarter 3 2017 - 38 Days Remaining

Partner	Distributor	Quarter 2 2017	Input Q3 Data
 	 Distributor 1	\$1,120,56.65	<input type="text"/> 
 	 Distributor 2	\$1,120,56.65	<input type="text" value="Member Input"/>
 	 Distributor 1	\$1,120,56.65	<input type="text" value="Member Input"/>
 	 Distributor 1	\$1,120,56.65	<input type="text" value="Member Input"/>
<input type="button" value="Add new Partner"/>			<input type="button" value="Submit Total Spent"/>
			

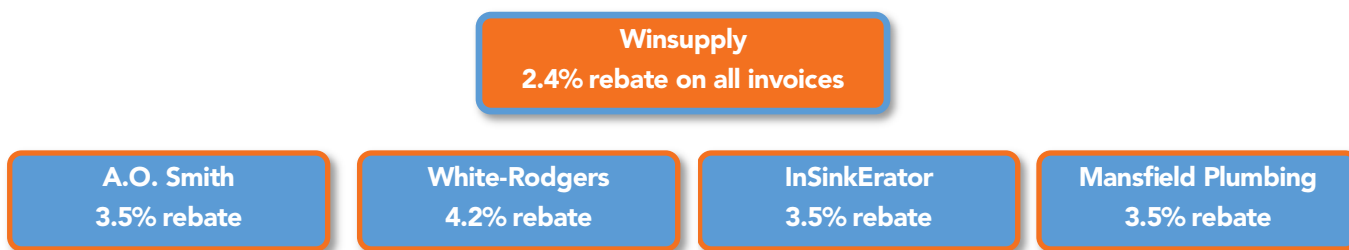
## Maximize your savings:

Look for opportunities to double-dip the benefits and earn even more profits! Here are a few examples:

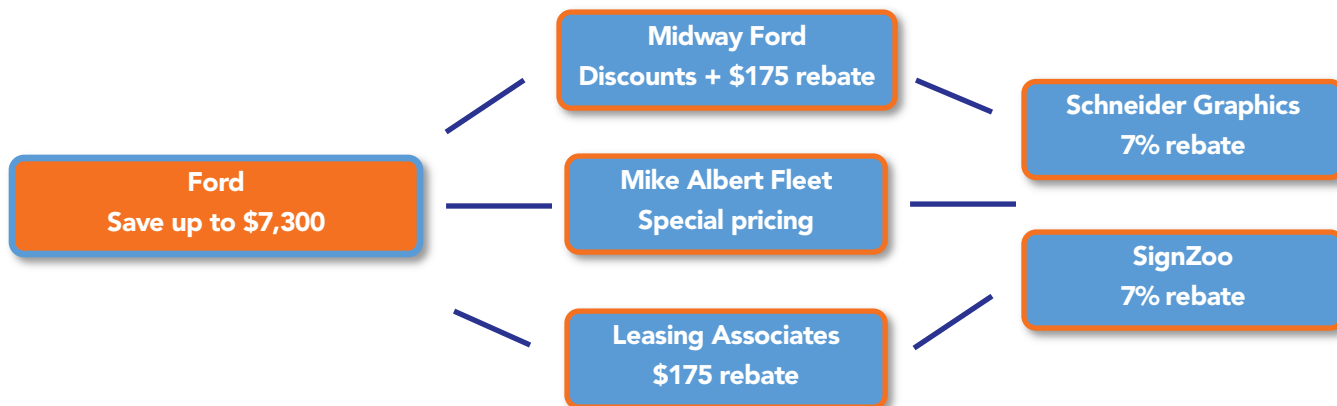
Get a rebate from these manufacturers and earn a 3.5% rebate when you buy them from Barnett!



Double-dip from Winsupply, Baker Distribution, RE Michel, Ferguson and more!



Need a vehicle? Save locally or maximize when you buy/lease from these partners. Get a wrap and earn a 7% rebate!



## Contact us:

Our dedicated team is only a click or phone call away to help answer questions regarding the details of our partnerships and how to take full advantage of the savings opportunities available.

SGI Partner Network  
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PartnerNetwork@YourSGI.com

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