



Effective April 1, 2018

Spring 2018 Daikin Ductless Rewards Program Dates: April 1, 2018 through June 30, 2018

Welcome to the ***NEW* Spring 2018 Daikin Ductless Rewards Program**. This document will familiarize you with the program, enrollment requirements and dealer rewards payment processes. Please review this information carefully and complete the steps indicated to ensure a smooth experience.

Program Overview

The Spring 2018 Daikin Ductless Rewards Program will pay Retail Sales Personnel rewards on qualifying ductless systems purchased and installed from April 1, 2018 through June 30, 2018. The program will be administered by Incentive Solutions on our behalf. Eligible products and their associated reward amounts are detailed in the chart below. Past participants will be automatically enrolled on SalesRewards, and do not need to complete a new profile.

Qualifying Products and Reward Amounts*

Qualifying Systems	Rewards
19 Series	\$75
LV Series & Vista (2x2 Cassette) & Aurora (Enhanced Capacity)	\$100
MXS (Multi) & MXL (Enhanced Capacity Multi)	\$150
Emura Indoor Unit	Free WI-FI Adapter** (Max 2 Per MXS/MXL Unit)

*Complete systems required to be eligible for rewards

**Branches will flag FREE Wi-Fi Adapter as “No Charge” and use PC846

For MXL & MXS, must select Emura indoor units and select model number, quantity and serial number will submitting claim.

COD branches and Independent Distributors will provide a FREE Wi-Fi Adapter to participating dealers that purchase an Emura Indoor Unit at the point of sale, following the process below:

1. **COD** – Branches should flag the FREE Wi-Fi Adapter as “No Charge” in Mincron and use **PC846**.
2. **Independent Distributors** – Distributors will claim the rebate by reporting qualifying sales of Daikin ductless equipment using **PC846**, which will be paid as part of the monthly Rebates Automation statement. Distributors only need to report the equipment sold with the FREE Wi-Fi adapter; no need to report the Wi-Fi adapter or other PS&A items.
 - a. **For the Rewards paid out, independent distributor participants will be billed 20% for each approved claim. Daikin will bill via Rebates Automation.**

Purchases must be completed by June 30, 2018. All installations, claims and supporting documentation must be submitted no later than July 15, 2018.

Terms and Conditions Overview

- Offer limited to one Reward per piece of equipment and serial number.
- Rewards are applicable to multiple units on a single-family dwelling in the continental US only.
- This promotion applies to residential replacement installations only. Commercial installations, residential new construction installations, multi-family installations and self-sales do not apply.
- Products sold through a National Retailer program do not qualify for this program.
- **See Program Guidelines, Qualifications and Terms & Conditions in this document for complete program rules.**

Enrollment Instructions

Please follow the instructions outlined below to ensure Retail Sales Personnel are accurately enrolled in the program and are ready to begin entering claims. The SalesRewards website will be active April 1, 2018. Any time after that date Retail Sales Personnel can complete the registration process and begin entering claims. Please contact your distributor with any questions regarding eligibility.

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Distributor Opt-In/Opt-Out

In order to participate in the Spring 2018 Daikin Ductless Rewards Program, your local distributor will send the dealer principal a Program Invitation Code. Retail Sales Personnel can use this code to enroll in the program. Retail Sales Personnel should follow instructions given below to complete the enrollment process.

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Retail Sales Personnel Enroll on April 1, 2018

At the time of registration, participants will be required to enter the 8-digit Program Invitation Code they received from their distributor. Participants will be asked to complete a profile that contains select personal information for tracking and tax purposes. Required information includes participant's cardholder information, dealer information, and tax information such as DOB and SSN. Past participants in the Daikin Retail Sales Person Spiff Program will be automatically enrolled on SalesRewards, and do not need to complete a new profile.

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Dealer Claim Process

For each qualifying piece of equipment a Retail Sales Person sells under the Spring 2018 Daikin Ductless Rewards Program during the program period, an online claim for the reward amount is required. To make a claim, please follow these easy steps:

- Log on to www.SalesRewards.cash using your email and password.
- Enter the installation date, product family, model and serial number for the qualifying equipment.
 - You will receive immediate validation that the model and serial number you've entered are valid or invalid.
 - It is not necessary to submit any invoices or attachments for reward claims!
- Complete these steps for each piece of qualifying equipment. Claims will be reviewed and processed daily.
- Once a claim is submitted, approved and funded, Retail Sales Personnel will be sent a reloadable debit card in a plain white envelope to the address provided during enrollment. The debit card will be loaded with the reward payments as more claims are submitted.
 - Check your card balance by clicking on the "Card Balance" tab and visit the provided websites or call the (800) number.
- Reward payments will be batched and funded every two weeks. Once funded, allow 10-15 business days for the card to ship after the first claim is submitted, approved and funded.
- Reference the "Spring 2018 Daikin Ductless Rewards Program - Enrollment Guide" for detailed steps on how to enroll, submit claims and track payments.

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Checking Claim Status

You can check the status of your claims at any time by logging into www.SalesRewards.cash and looking for your claim under “My Account”. You will be notified via email when the status of your claim changes. Below are the terms you may see when checking the status of a claim.

- **Pending:** Claim has been entered, model number and serial number have been validated and the claim is waiting to be funded.
- **Approved:** Claim has been approved and processed to be paid. Participants will be sent a Visa Pre-Paid Rewards card issued within 4-6 weeks following the first qualifying sale. For subsequent qualifying sales, funds will be applied to the card within 1-2 weeks of approved claim. The card must be activated upon receipt. Follow the activation instructions sent along with your Visa Pre-Paid Rewards Card. Those already in possession of a Visa Pre-Paid Rewards card will receive cash added to their card account.
- **Needs Verification:** Claim may be on hold for various reasons. Participant will be contacted directly via email or phone if further documentation is needed to process the claim. Some examples are: further research due to duplicate serial number.
- **Denied:** Claim has been denied and will not be processed. Some examples of why a claim is denied include: products were sold or installed outside of program dates, model number on claim does not match, invalid or ineligible serial number is entered, and serial number has already been claimed.

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Questions

If you have questions regarding:

- Completion of the Retail Sales Person registration process
- Claim entry, claim follow-up, claim status or claim payments
- Any issues or problems with the www.SalesRewards.cash website

Answers

- Call a Sales Rewards representative at **1-800-278-1517**
- Via email at support@rewardhq-cs.com
- Log on to www.SalesRewards.cash and submit a message via “Contact Us”
- For all other program-related questions, contact Jason Grigg (Sales Programs Manager) at jason.grigg@daikincomfort.com

Program Guidelines, Qualifications and Disclaimers

Program Guidelines – Claims Process

- Eligible equipment must be sold during program period of April 1, 2018 through June 30, 2018. Installations, claims and supporting documentation must be received by July 15, 2018.
- Equipment must be installed in the US & Canada only.
- When completing the registration process, use only legal names.
- Only products listed in the Qualifying Product Matrix are eligible for the stated program rewards. All offers depend on product availability. No substitutions or exceptions allowed.
- All claims **must** be submitted online at www.SalesRewards.cash. No claims will be accepted by mail.
- Claims may be audited and dealers may be required to provide a copy of the customer invoice.
- Claims will be loaded to the debit card sent to the Retail Sales Person. Allow 1-2 weeks for claim processing and funds to be loaded to the card. After the first claim, allow 10-15 business days for the debit card to ship. Cards will not be sent to Retail Sales Personnel until the first claim is submitted.

Qualifications

- Dealers must receive a Program Invitation Code from their distributor to register for the new program.
- Retail Sales Personnel claiming the reward must be employed at the dealership for the full month during which the reward is claimed.

Terms and Conditions - Disclaimers

- Offer limited to one reward per piece of equipment and serial number.
- Rewards are applicable to multiple units on a single-family dwelling in the continental US only.
- This promotion applies to residential replacement installations only. Commercial installations, residential new construction installations, multi-family installations and self-sales do not apply.
- Products sold through a National Retailer program do not qualify for this program.
- US residents are subject to a 1099 miscellaneous income tax for rewards totaling \$600 USD or more annually.
- Canadian residents are subject to a T4 miscellaneous income tax for Spiffs totaling \$500 CAD or more annually.

Good Luck and Good Selling!