



**SWIFT. SILENT. SECURE.**

## **Prostaff Policy & Procedures**

To: All authorized *Power-Pole*™ Dealers and Pro-Staff applicants:

The following is an overview of the policies and procedures for the *Power-Pole*™ Pro-Staff Program.

1. For record keeping purposes, all new accounts will be established under the name of each individual Pro-Staff applicant.
2. Every Pro-Staff applicant must have an endorsement from an existing dealer or new dealer candidate (NO EXCEPTIONS). Dealers should evaluate each candidate carefully and only endorse those individuals with the ability to promote their dealership and *Power-Pole* effectively.
3. All new dealer requests will be subject to approval by JL Marine Systems, Inc.
4. Upon approval, orders will be pre-paid by the Pro-Staff applicant and orders will be shipped only to the endorsing dealer.
5. Installation charges are to be determined and agreed upon between the endorsing dealer and Pro-Staff applicant.
6. Any *Power-Pole* product picked up by the Pro-Staff applicant and not installed by the dealer may be charged a processing and handling fee. This fee would be paid to the dealer at the time of pick up.
7. All decisions to accept or deny an application of a potential Pro-Staff candidate or new dealership will be at the sole discretion of JL Marine Systems, Inc.
8. Please allow 10-14 business days for your request to be processed; you will be contacted upon approval.

All of us at JL Marine Systems, Inc. would like to thank you for your support and interest in our products. Should you have any questions or concerns please contact us so we can assist you.

Thank you

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