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**MASTER: SOP- Managing Joint Venture/Affiliate Partners- Systems Vault**

**PREREQUISITES**

[Master: Joint Venture/Affiliate Partners- Systems Vault](https://docs.google.com/spreadsheets/d/1yEJJKKJvoPbetZEajKTPc7TxggX011ywZla51H0CUs0/edit?usp=sharing)

[SOP- Internal Joint Venture/Affiliate Partners Onboarding, Setup and Management - Systems Vault](https://docs.google.com/document/u/0/d/12_TAzxFIIRPyXWFTzoJ_2ScN1iGGUKnIGZGORDLCyBM/edit)

[SOP- External Joint Venture/Affiliate Partners Onboarding, Setup and Management - Systems Vault](https://docs.google.com/document/u/0/d/1FBrE6b29NTmZx_-5aCOaU0M0BGG7563sMrlcg_CR9E0/edit)

[SOP- Podcast Cold Pitch and Outreach - Systems Vault](https://docs.google.com/document/u/0/d/1d-6O2XGoi2O_b3TPokwBuS3L01h2X_9yBlBpJfMEYbw/edit)

SOP- Affiliate Payout Management - Sarah Noked OBM

[SOP- Promoting External Podcasts- Systems Vault](https://docs.google.com/document/u/0/d/1BgsQIQZ_0iG8XuHu1BFQjfIE4Jh1e587yARTULnlq2E/edit)

**PURPOSE**

Joint ventures partnerships and affiliates RELATIONSHIPS are critical to the success of the Sarah Noked business.

There are 2 key types of Joint Venture/Affiliate Partners:

1. **INTERNAL Joint Venture/Affiliate Partners** that promote SN Products (ie. someone promotes OBM School to their list, with affiliate tracking and a commission made off of sales)
2. **EXTERNAL Joint Venture/Affiliate Partners** that SN Promotes (ie. we promote a summit to our list, or Sarah participates in a podcast and then we promote it to our list)

*Important to note: Sometimes Joint Venture/Affiliate Partners fall into both of the key types described above.*

This processes and procedures we follow are to ensure that all Joint Venture/Affiliate partnerships are nurtured and supported.

Internal and External Affiliate Payout/Collection is handled as part of SOP MASTER- Payment Management- Sarah Noked OBM in the SOP - Affiliate Payout Management - Sarah Noked OBM

**POLICY**

The email address directly tied to affiliate management is[partners@sarahnoked.com](mailto:partners@sarahnoked.com) **This email is an alias of** [**team@sarahnoked.com**](mailto:team@sarahnoked.com)

All emails related to Joint Venture and Affiliates and followed up via team@sarahnoked.com

**PARTY**

Online Business Manager

**PROPERTY**

Online Business Manager

**PROCESS:**Part 1: Joint Venture/Affiliate Partners that promote SN Products Management

Part 2: Joint Venture/Affiliate Partner products the SN Promotes Management

Part 3: Cold Calling and Follow up of Internal JV Opportunities

**PROCEDURES**

**Part 1: Joint Venture/Affiliate Partners that promote SN Products Management**

See: [SOP- Internal Joint Venture/Affiliate Partners Onboarding, Setup and Management - Systems Vault](https://docs.google.com/document/u/0/d/12_TAzxFIIRPyXWFTzoJ_2ScN1iGGUKnIGZGORDLCyBM/edit)

**Part 2: SN Promoting Joint Venture/Affiliate Partner Products and Promotion**

See: [SOP- External Joint Venture/Affiliate Partners Onboarding, Setup and Management - Systems Vault](https://docs.google.com/document/u/0/d/1FBrE6b29NTmZx_-5aCOaU0M0BGG7563sMrlcg_CR9E0/edit)

See: [SOP- Promoting External Podcasts- Systems Vault](https://docs.google.com/document/u/0/d/1BgsQIQZ_0iG8XuHu1BFQjfIE4Jh1e587yARTULnlq2E/edit)

**Part 3: Cold Calling and Follow up of Internal JV Opportunities**

See: [SOP- Podcast Cold Pitch and Outreach - Systems Vault](https://docs.google.com/document/u/0/d/1d-6O2XGoi2O_b3TPokwBuS3L01h2X_9yBlBpJfMEYbw/edit)

See: [SOP- Promoting External Podcasts- Systems Vault](https://docs.google.com/document/u/0/d/1BgsQIQZ_0iG8XuHu1BFQjfIE4Jh1e587yARTULnlq2E/edit)

**Created by:**

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**Date:**

**Revised:**

**Revised by:**