



**LEADERS HOLDING CO.**<sup>TM</sup>

Est. 1971

## Vendor Certification

Our long term vision is that every team member will need to “Vendor Certify” on a brand every year by a certain date. The brands that a sales associate is vendor certified on they will make a higher commission rate than the vendors they are not certified on. A predetermined score must be achieved to earn the certification. Below is the (insert Vendor) ® Certification Review. Once completed, please submit your answers to Sales Leadership. Good Luck!

1. What is the lead time for (insert Vendor)®
2. What does (insert vendor) specializes in - What is unique about the company?
3. List all the warranties on all products that (insert Vendor)® carries
4. What fabrics can be sold with (insert Vendor) ®products?
  - How do you cross reference each of them?
5. Using FROG Play, what are the steps of processing the following Special Orders in FROG:
  - Cushion Furniture
  - Sling Furniture
  - Tables
  - Padded Sling
  - Accents (buttons, trim, etc.)
  - Cut yardage
6. Using a Contract Quote, how do you price out and process a (insert Vendor) ®Contract sale?
7. Summarize (insert Vendor)® company story:
8. What is (insert Vendor) ® Goal?
9. What is (insert Vendor) ® Mission?
10. What are (insert Vendor) ® competitive advantages?

11. Where to find company info:

- Contact
- Rep
- Pricelist
- Website

12. Product Knowledge:

- Construction
- Durability
- Features and benefits