

- ☐ Marketing Associate (MA)
- ☐ Marketing Manager (MM)



**MEGAWORLD
INTERNATIONAL**

30th Floor Alliance Global Tower
36th Street corner 11th Avenue, Uptown Bonifacio
Bonifacio Global City, Taguig 1634, Philippines

1x1
ID Picture
(Required)

Date of Accreditation:

MM	DD	YYYY
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AGENT INFORMATION SHEET

Kindly complete **ALL THE FIELDS** below in **CAPITAL LETTERS** using **BLACK/BLUE INK**.

<input type="checkbox"/> NEW <input type="checkbox"/> RENEWAL (_____ to _____) LAST CONTRACT PERIOD		(_____ to _____) EFFECTIVITY DATE OF NEW CONTRACT		REFERRER/IMMEDIATE UPLINE	
TERRITORY <input type="checkbox"/> ASIA PACIFIC 1 <input type="checkbox"/> EUROPE 1 <input type="checkbox"/> MIDDLE EAST 1 <input type="checkbox"/> NORTH AMERICA 1 <input type="checkbox"/> BROKERS NETWORK GROUP <input type="checkbox"/> ASIA PACIFIC 2 <input type="checkbox"/> EUROPE 2 <input type="checkbox"/> MIDDLE EAST 2 <input type="checkbox"/> NORTH AMERICA 2 <input type="checkbox"/> OTHERS _____ <input type="checkbox"/> ASIA PACIFIC 3 <input type="checkbox"/> EUROPE 3 <input type="checkbox"/> MIDDLE EAST 3 <input type="checkbox"/> NORTH AMERICA 3 <input type="checkbox"/> ASIA PACIFIC 4 <input type="checkbox"/> NORTH AMERICA 4					
					COUNTRY OF RESIDENCE
					STATE

Personal Information

SURNAME		FIRST NAME		MIDDLE NAME	
CITIZENSHIP	CIVIL STATUS [] SINGLE [] MARRIED [] LEGALLY SEPARATED [] OTHERS _____		SEX [] MALE [] FEMALE	BIRTHDATE MM DD YYYY	
AGE					
RESIDENCE/MAILING ADDRESS					
(RM/FLR/UNIT NO./&BLDG. NAME)		(HOUSE/LOT/BLK. NO.)		(STREET NAME)	
(BRGY./DISTRICT/LOCALITY)					
(SUBDIVISION)		(CITY/MUNICIPALITY)		(STATE)	
				(COUNTRY)	
				(ZIPCODE)	
TELEPHONE NUMBER		MOBILE NUMBER		EMAIL ADDRESS	
				TAX IDENTIFICATION NO.	

Bank Details (For Commission Purposes)

NOTE: Required fields for NEW AGENTS and for RENEWING AGENTS WHO WILL UPDATE BANK DETAILS

LOCAL BANK (Peso Account)	BRANCH	<input type="checkbox"/> METRO MANILA	<input type="checkbox"/> PROVINCIAL
ACCOUNT NAME		ACCOUNT NUMBER	

I declare that all information provided herein have been made by me in good faith, verified by me, and to the best of my knowledge and belief, are true and correct as of the date indicated herein; that my signature appearing hereunder is genuine; and that I have not withheld anything which would affect the processing and evaluation of my accreditation. I authorize Megaworld Corporation, its employees, representatives, related companies, and third-party service providers to use, process, and share the information provided herein, with any person or organization, such as banks or other financial institutions, who may assist in the fulfillment of my obligation and to use my contact details to contact me by phone, text, SMS, email, or other electronic communication for marketing of other products or services to provide other services related to my function.

SIGNATURE OVER PRINTED NAME

DATE

Requirement Checklist

- ☐ 1 COMPLETED AGENT INFORMATION SHEET
- ☐ 1 FULLY SIGNED CONTRACT
- ☐ PASSPORT COPY OR 2 GOVT.-ISSUED IDs
WITH 3 SPECIMEN SIGNATURES
- ☐ 1 REFERRAL FORM (exclusive for MAs with referrers)

☐ **ID Request** (Tick the box if you will be requesting for an ID.)

Email to btui.global@megaworld-marketing.com:

- 1 Soft copy of 1x1 picture
- 1 Soft copy of specimen signature

Send FULL COPIES to
Training and Business Development Group
Benie James Tiu
btui.global@megaworld-marketing.com
(+639) 894-6300/894-6400 loc 3016

Referral Form

Name

Surname

First Name

Middle Name

Region

Date of Accreditation

MM

DD

YYYY

Name of Referrer

Surname

First Name

Middle Name

Position of Referrer

☐

Marketing Associate

☐

Senior Marketing Associate

**This form is exclusive for MAs referred by Marketing Associates and Senior Marketing Associates.*

CONFORME:

Signature over Printed Name

Marketing Associate



SALES AGENCY AGREEMENT (SAA) Marketing Associate (MA)

Date: _____

Dear _____, (Complete Name of Marketing Associate)

We are pleased to execute a (6) six-month agency agreement with you in connection with the sales of our projects. During the period of this agreement, you are authorized to represent yourself as a Marketing Associate of the International Marketing Division of Megaworld Corporation.

The following terms and conditions shall govern our agreement:

- | | | |
|------------------------------------|---|--|
| 1. Term | : | 6 months |
| 2. Project Listing | : | See Annex A. |
| 3. Commission | : | You shall be entitled to commission rates as specified in Annex B.

Such commission is payable according to existing company sales policies as specified in Annex C.

Commission will be in Philippine Peso and will be deposited to your submitted Philippine Peso account as reflected on the Agent Information Sheet. |
| 4. Payments | : | Payments should be deposited by the client directly to the developer's account as specified in Annex D. |
| 5. Quota | : | You are required to produce a minimum of one (1) personal sale within six months to remain active. |
| 6. Documentary Requirements | : | Scanned passport copy or two (2) valid government-issued IDs;
Three (3) specimen signatures on a separate sheet of paper; and
1x1 ID Picture |

7. Notwithstanding the six-month term as provided herein, it is hereby agreed that this agreement may be sooner or later terminated by the company for causes such as violation of any company policies, rules and procedures, or failure to meet the requirements during the prescribed 6-month term.
8. Conversely, this agreement may be renewed based on your satisfactory performance as reviewed by the company during the term or by your mutual agreement.
9. During the term of this agreement, you shall abide by the Code of Ethics (Please refer to Annex E) and all the rules, regulations, policies, and decisions of the management, specifically on, but not limited to, settlement of sales conflicts and action taken on the results of your semiannual evaluation.

I. MARKETING ASSOCIATE (MA)

Procedure for Application

- Sign and submit a fully accomplished Sales Agency Agreement together with the complete requirements.
- Attend a sales orientation and briefing every Wednesday and Friday.

Policy on Inactivity

An MA who fails to generate a sale for six (6) months will be considered inactive. Inactivity means that the MA will be taken out of the database. Applicable commissions shall still be released.

Policy on Reactivation

A Marketing Associate who wishes to reactivate should have at least one (1) unit sale at the time of reactivation.

II. COMMISSION

1. Megaworld International will deposit commissions/checks to the account specified.
2. Commissions will be in Philippine Pesos (net of taxes).
3. Kindly provide the correct and updated bank account details.
4. For provincial branches, applicable bank charges may apply.
5. Commission will only be processed upon submission of complete set of accreditation papers.

We look forward to a mutually beneficial relationship with you.



Signed and Accepted by:

(Signature over Printed Name)

Vice-President for Sales

(Signature over Printed Name)

Marketing Associate

Witnessed by:

(Signature over Printed Name)

Position: _____

(Signature over Printed Name)

Marketing Manager

(Signature over Printed Name)

Position: _____

(Signature over Printed Name)

Marketing Director

(Signature over Printed Name)

Position: _____

III. CODE OF ETHICS

The Code of Ethics serves as our guide in our working relationship with our business partners: Megaworld VP-Sales, AVP, Senior Country Managers, Country Managers, Assistant Country Managers, Marketing Directors, Marketing Managers, and Marketing Associates/Senior Marketing Associates.

We agree to support Megaworld International's sales policies, programs, regulations and procedures as our guide in the professional conduct of our business.

We will properly inform our respective network of marketing agents about the Company's policies, programs, regulations and procedures to protect their rights and privileges as business partners.

We will encourage our marketing agents to strive for promotion to higher levels of position in the Company for personal and professional growth and development.

We will respect the marketing network of our fellow marketing agents by:

1. Not recruiting marketing agents from other groups to join one's own group in Megaworld International, and/or one's group in other real estate companies or any direct selling company;
2. Not selling to marketing agents from other groups;
3. Encouraging dissatisfied marketing agents from other groups to settle their differences with their current superiors to avoid transfer of sponsorship.

We will refrain from conducting other real estate marketing business within Megaworld International's premises and/or during Company-sponsored activities. Likewise, we will refrain from using Company resources for other real estate marketing businesses or any other business.

We shall not engage in selling products directly or indirectly competing with Megaworld International.

Together, we agree to police our respective marketing network to protect the rights and privileges of our fellow marketing agents.

Megaworld International reserves the right to disqualify and/or terminate any Marketing agent (VP-Sales, AVP, Senior Country Managers, Country Managers, Assistant Country Managers, Marketing Directors, Marketing Managers, Marketing Associates/ Senior Marketing Associates).

from doing business with the company for failure to comply with these policies and for other reasons whatsoever that will prejudice the company's operations as a whole.

(Signature over Printed Name)
Marketing Associate

Date