



Check list for resellers before the start of a collaboration

- Incorporated equity firm or trade register excerpt or excerpt of commercial activity is present.
- The document **“Inquiry Form “SCP Offer 2019”** has been completed carefully and truthfully.
- The official authorization to distribute goods in retail, on the internet (online shop) and per direct sales (Network Marketing) is present.
- The official authorization for importing goods is present:
 - Notification of customs duties per product
 - Notification of VAT-rates per product
- Required documents for:
 - Admission of goods
 - Marketability of goods
 - Notifications of goods for smooth import of first purchase order (import and customs regulations) of SANUSLIFE products have been provided at own expense and are present.
- Modifications to the goods are required to comply with licenses/notifications.
 - The manufacturer has already been informed of this.
- ____ (please indicate number) employees are available for customer service, including customer support, regarding the product characteristics for users and members (the manufacturer shall train the support team).
- ____ (please indicate number) are available for technical support and repair of technical products (the manufacturer shall train the support team).



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- The fiscal legislation in the territory for tax documentation purposes according to applicable VAT laws of SANUSLIFE INTERNATIONAL has been reviewed.

 - The following separate programming processes or adjustments must be performed by SANUSLIFE INTERNATIONAL:
 - Indicating data on the invoice form, incl. VAT item description

Print required information here:

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- Indicating data on the bill of lading

Print required information here:

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- Other adjustments for proper accounting practices (account statements)

Please print any required information:

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- The legal examination for operating as a Network Marketing Company has been performed (i. e. payout of commission notes to members of SANUSLIFE INTERNATIONAL) and does not constitute an obstacle in the territory.
 - SANUSLIFE INTERNATIONAL may perform the payout of the commission notes to the members;
 - Resellers must issue the commission payments directly to the members and must pay taxes for members to the tax authority;

Please print any other information:

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- A translation agency translating all documents required by law (especially ones relevant for admission and merchantability of goods) into the local language _____ (*please indicate language*) has been found and has been assigned to translate the following documents:
 - Product labels
 - Packaging of products
 - Manual and/or package information sheet
 - Certifications
 - Advertising material

- Online registration and order processes have been reviewed. Possible changes which are required by law in the territory are communicated to **SANUSLIFE INTERNATIONAL**:
 - Registration as FREE user - data privacy
 - Registration as member and indicating the required data (ID data, etc.)
 - Registration and conclusion of contract:
 - Possible online;
 - Must be completed in writing;
 - Order processing and the associated terms and conditions (online or by filling out form)
 - Possible online;
 - Must be completed in writing;

- Tether-wallet for transferring % share for the products sold in the territory has been created.



Inquiry Form "SCP Offer 2019"

Address details

Company's name

Type of company

Managing director (first and last name)

Address

Telephone number

Email

Website

Tax number

Contact person (first and last name)

Language

Business Data

2017 revenue:..... Net assets:.....

2018 revenue:..... Net assets:.....

2019 revenue:..... Net assets:.....

Average number of parcels sent per day:.....

Maximum possible number of parcels sent per day:.....

Mandatory Attachments:

Excerpt from the company register or commercial register

This checklist is for self-check purposes for the reseller.

Please fill out and send via email to claudio.gobber@sanuslife.com.