

Dear Highly Esteemed Consultant,

REQUIREMENT FOR PROMPT COMMISSION PAYMENT

For proper documentation of your client's transactions, as well as swift possessing of your commission.

Kindly adhere to the process stated below:

FOR NEW CLIENTS

Submission of the completely filled form with its FAQ must be signed by the client.

Referral aspect of the form must be filled with Name & Phone Numbers

Forms should be accompanied with payment evidence, having the following details:

- Date of payment
- Depositors name
- Amount paid
- Bank (i.e. PWAN HOMES Bank receiving the payment)

Consultant Account Details should also be made available, especially for new consultant.

FOR EXISTING CLIENTS (making further payment)

Consultant should fill the commission request form, providing us with all details on the request form.

Accompanied with payment evidence

FOR NEW CONSULTANT REGISTRATION

Completely filled registration form should be submitted on time together with registration payment evidence.

Signed
ACCOUNTS DEPT