

## Referral Partner Program FAQ

### What is the Referral Partner Program and how does it work?

The LobbyGuard Referral Partner Program is designed to provide a fast and easy way for individuals or firms to make money by spreading the word about LobbyGuard. Referral partners hand out “info cards” to the front desk and/or security staff at any building or facility. The card contains information about LobbyGuard and instructions for the customer to follow to receive a demonstration and a price quote from a LobbyGuard Sales Representative. You don’t make any sales pitch or product demo – just hand out the card.

### What are these “info cards” and what do they say?

The info cards are the size of a postcard and are available in two formats: Schools and Corporate / Government. The cards provide a powerful attention-getting message that drives the customer to seek more information from a LobbyGuard Sales Representative, who will provide a product demonstration and price quote to the customer. Below are images of the two info cards:



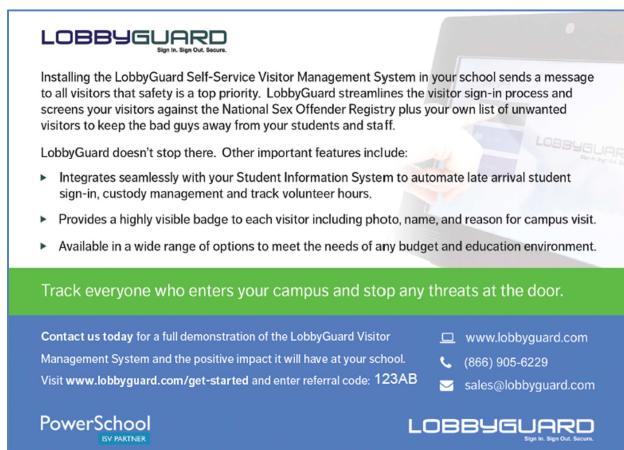
Above: The front of the Corporate / Government Info Card



Above: The reverse of the Corporate / Government Info Card



Above: The front of the K-12 / School Info Card



Above: The reverse of the K-12 / School Info Card

### **How much money can I make as a Referral Partner?**

You will be paid \$300 for each LobbyGuard Visitor Management product sold to the customer, up to a maximum of \$3000 per customer location.

### **How and when do I get paid?**

You will receive a check in the mail from LobbyGuard Solutions, LLC within 15 days after LobbyGuard receives payment from the customer for the product(s) ordered.

### **Who can be a referral partner? Do I need to be “incorporated” or have a special license?**

The Referral Partner Program is perfect for business professionals, retirees, students, part-time workers and anyone seeking a no-investment no-learning-curve way to add extra income. The program works for anyone, even if you are not incorporated. You don't need any special license to be a Referral Partner.

### **What sort of customers / buildings should I approach? Who should I speak to and what should I say?**

Since it's founding in 2003 LobbyGuard has proven to be an important part of the security and visitor management process for 30+ vertical markets. Schools, corporate facilities, government buildings, arenas, health care facilities, hotels/resorts/casinos, warehouses and dozens of others are using LobbyGuard to register, screen and credential their visitors. You can simply hand the info card to the front desk staff or speak to the director of security or facility manager. Once you've signed up as a Referral Partner you'll receive the free Referral Partner Starter Kit that contains further information on what to say / how to convey the message of LobbyGuard to the staff at the customer location.

### **How do I make sure I get credit for the customers I approach?**

The Info Cards that you will receive contain a referral code that is unique to you. When your customers reach out to our sales team or our web site and make use of this referral code, we know who gets the credit for the sale. You are also provided a method to register your referral opportunities via a web interface, alerting our sales team to be on the lookout for any inquiries from that customer.

### **Can I track my referrals and payment status online?**

We are working on a method to provide real-time up-to-date feedback on your referral opportunities. This will allow you to log in and see all your referral opportunities and where each opportunity stands in the sales cycle. In the interim you can reach out to [partners@lobbyguard.com](mailto:partners@lobbyguard.com) at any time for information on any of your opportunities.

### **What if I run out of info cards?**

You can request additional cards at any time by emailing [partners@lobbyguard.com](mailto:partners@lobbyguard.com)

### **How do I get started?**

Your next step is to review and sign the Referral Partner Contract that you can find at <http://www.lobbyguard.com/reseller/referralpartnercontract>. Return the signed contract to [partners@lobbyguard.com](mailto:partners@lobbyguard.com) and we'll ship your Referral Partner Starter Kit to your address. Start handing out the info cards that are included in the Starter Kit and you're on your way to making money with LobbyGuard!

### **What if I have other questions?**

Send any other questions or inquiries to [partners@lobbyguard.com](mailto:partners@lobbyguard.com)