



Getting to Endorsement:



** Prime Advantage Committees are comprised of representatives from Member Companies*

After Endorsement:

1. Customer negotiation

- Supplier negotiation pricing and payment terms with individual Member companies

2. Order placement and fulfillment

- Member Places order directly with Endorsed Supplier
- Supplier ships order directly to member

3. Invoicing and sales tracking

- Supplier changes remit to instructions on invoices to Prime Advantage lockbox information
- Supplier invoices Member directly and send an electronic report of invoice information to Prime Advantage (daily, weekly or monthly, depending on frequency of invoicing)

4. Payments

- Members send payments to Prime Advantage (payee information - "Supplier Name c/o Prime Advantage")
- Prime Advantage consolidates Member payments and forwards to Endorsed Suppliers via ACH with individual Member detail and deducts negotiated administrative fee from payments

5. Payments of incentives to Members

- Discounts are given at time of invoicing
- Rebates are calculated based on the group's volume at the end of the program's rebate cycle as specified in the Endorsed Supplier contract
- Rebates are remitted to Prime Advantage for distribution to Members at Spring or Fall Conference