

## **CO-OP (Co-Operation) Fund Program & Guidelines**

### **Overview of the program**

Edgecore Networks Corporation (“Edgecore”) would like to grow markets with its value partners. Once customers sign up and start business with Edgecore, Edgecore would reserve a certain percentage of net revenue (net purchase, after deducting any credits) as a CO-OP Fund, which can be applied to promote Edgecore business in local markets.

### **Rules for using the CO-OP Fund**

- Usage of the CO-OP Fund is based on a 50/50 percentage share between partners and Edgecore. Refunds for activities are up to 50% of the total cost of the activities.
- The CO-OP Fund is accrued at the end of each quarter based on net revenue purchased per each quarter.
- The CO-OP Fund is only valid and can be applied for the following two quarters before the expiring date as indicated in ” Edgecore Quarterly Co-op Fund Statement” . **CO-OP Fund is not allowed to be - extended or reserved.**
- The CO-OP Fund is only applicable for promotion activities related to Edgecore brand business.
- Edgecore related logos and images are required in the promotional materials.
- The CO-OP Fund is allowed to be used to purchase new Edgecore products for testing and evaluation, but is limited to a maximum 2 units for each new model. The samples will only be approved for those products available for delivery within 3 months -after sales' confirmation and before co-op fund's expiration.
- The CO-OP Fund is allowed to be used to purchase Edgecore giveaways and merchandise/materials for promotional purposes in the target market, as well as for participating Edgecore training seminars.
- If the CO-OP Fund per quarter is less than US\$300, it will only be used for purchasing Edgecore giveaways and marketing merchandise/materials.
- All the CO-OP Fund applications of sample products and giveaways must be applied and delivered within two quarters based on the release date as indicated in “Edgecore Quarterly Co-op Fund Statement.”  
Ex: 2021Q4 is the release date; 30<sup>th</sup> June 2022 is the expiry date.

### ***How to apply for the CO-OP Fund***

- The CO-OP Fund Approval Form is required to be filled out & approved in advance of the activities, at least 2 weeks before the event. After the approval, a CO-OP Fund pre-approval code will be assigned by Edgecore to partner.
- A CO-OP Fund Approval Form together with the receipt copies of related activities are required as formal attachments after the event when applying to the CO-OP Fund.
- Supporting documents must be provided with the request of CO-OP Fund application (with approval code).

This shall include the following:

1. A sample of the advertisement / magazine cover, magazine page and direct mail etc.
  2. Suppliers invoice (for ad's, DM, trade shows etc.).
  3. Report, photographs and invoice of the exhibition / trade show.
  4. Invoices (debit note) and shipping / postage invoice etc. in connection with the promotion event.
- For the CO-OP Fund application, all supporting documents for the above-mentioned events, activities, and online promotions must be provided to Edgecore within two months of the completion of the events, activities, and online promotions; otherwise the Edgecore pre-approval code will be cancelled.
  - The CO-OP Fund Open A/R (Account Receivable) will be directly deducted after the formal approvals are completed. Partners can assign which invoices to offset.
  - Notes: For purchasing marketing merchandises/materials, giveaways and samples for testing and evaluation, the price will be deducted directly after the CO-OP approval code is assigned by Edgecore to partners, while Edgecore giveaways, marketing merchandise/materials, and samples paid via the CO-OP Fund will be delivered to partners with no charge.
  - Edgecore reserves the right, in its sole discretion, to change or amend this CO-OP Fund guideline.