

GUIDELINES TO CREATE TRAINING & DEVELOPMENT ORGANISATION

Dear Distributors,

We would like to congratulate you and your team members for creating your own training organisation to train and develop distributors in your networks so that they can also become successful entrepreneurs.

We completely support this initiative; however, we would like to suggest that the following guidelines are adhered to while taking any such initiative forward so that there is a consistency across all the organisations.

1. The proposed organisation with full details of the leaders leading it with stated objectives has to be submitted to Vestige Management for approval. The managing committee of such an organisation must comprise of at least one Ambassador or DUCD.
2. These activities cannot be started by any organisation without Vestige management's approval.
3. The material presented/handed out in these trainings/events must be approved by Vestige. You cannot sell any literature, CD or any product without the approval of the company.
4. The event dates must not clash with any official Vestige programmes in the region.
5. The organisations must fulfil all statutory requirements.
6. The book of accounts has to be submitted twice a year for audit by a CA appointed by the company and the charges for the audit will be borne by the organisation which is being audited.
7. Any logo developed/used must be approved by Vestige.

Do's	Don'ts
<ul style="list-style-type: none"> ✓ All trainings must be conducted in proper Vestige uniform. ✓ The presentation of the training programme must be approved by the company. ✓ The agenda and event flow must be submitted to the company one week before the meeting. ✓ If it is a ticketed event, all formalities regarding payable taxes, if applicable, must be fulfilled. ✓ If any printed material is sold at the event, the same must have MRP printed on it. ✓ The printed material should be approved by the company. ✓ All materials sold in the event should be invoiced and taxes must be paid. ✓ All permissions must be taken before conducting the event: <ul style="list-style-type: none"> · Police · Fire · PPL · IPL · Electrical · Municipal Committee · Any other relevant permission 	<ul style="list-style-type: none"> ✗ Don't denigrate any other direct selling entity's products, sales and marketing plan or any other feature. ✗ Don't claim medical benefits of any of our products. ✗ Don't book halls, auditorium or stadium in the name of Vestige Marketing Pvt Ltd.

We are sure that you will conduct these trainings in a professional manner so that all the distributors who attend these programmes benefit immensely from them and use the lessons to advance their Vestige business.

Please note:

1. The Company has the right to audit any event without any notification.
2. All approved organisations will be listed on Vestige website.
3. If any legal notice is received by the Company on behalf of your event, then you are required to settle the dispute.
4. If the attendance of the distributors is 1000 and above, then it is mandatory to arrange an Ambulance at the venue.

To apply, kindly refer to the link to Download the form:

Application Form To Create Training & Development Organisation



Vestige Marketing Private Limited
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🌐 myvestige.com
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PLEASE FILL THE FOLLOWING IN CAPITAL LETTERS

Members of the Managing Committee _____

Name of the Organisation _____

Objective of the Organisation _____

Mission of the Organisation _____

Vision of the Organisation _____

Name of the Ambassador(s) / DUCD(s) in the organisation _____

Activities to be undertaken _____

Expected number of members in the organisation _____

Date _____

Place _____

Read and agreed to the guidelines on creating
Training & Development Organisation.

Signature of the authorised personnel

* Approval on forming the Organisation is subjected to Vestige Management's decision.