

New Affiliate Guide

Supporting a new Affiliate



Welcome to our **Affiliate Programme**

Here are a few pointers to help you get the most out of this opportunity

What collateral help is available?

Welcome Pack

Your welcome pack contains **PDFs** that outline the processes below in more detail:

- **Why join our Affiliate Programme**
- **How our Business Affiliate Programme works**
- **How our Referral Affiliate Programme works**
- **Our Affiliate Programme at a glance**
- **Business Contacts List**
- **Contact Memory Jogger**

Replicated Website

We will provide you with your own replicated website url, for example: **supporttelecom.com/yourname**

We encourage you to send your link to all your prospective **Affiliates**. When they follow it, the portal recognises them as one of your referrals, and their information is then recorded against your **Matrix**

Whether you are a **Referral** or **Business Affiliate**, your main aim is to introduce our **Affiliate Programme** to all your **business contacts**. The easiest way to do this is to create a simple contact list

Once you have your list, you can communicate the opportunity to your contacts. This can be done in a number of ways, e.g. in person, by telephone, email, text or even video conferences. Please see the separate copy of the **'Business Contacts Lists'** attached that will help you make a list of your **Prospective Affiliates**

Access to your Backoffice

Your **Backoffice** is at the heart of your business and is packed with information designed to help you keep track of things including your **Profile**, **Commission**, **Referral** and **Business Affiliates** who have registered on your **Matrix**, **Tutorial Videos** and a **Support** section

Zoom Video Meetings

In addition to this, we hold weekly **Zoom Video Meetings** which allow all **Affiliates** to ask any questions they feel are important to them

Plus, if you have any questions, you may also ask the person who referred you. Use **"Contact Support"** on the **Dashboard** within your **Backoffice Portal** or simply call **0800 804 8800** for any advice

Matrix Explained

Your **Matrix** displays all **Affiliates** introduced by you. **Referral Affiliates** are in **Yellow** and **Business Affiliates** are in **Green**, (see below)

There is no limit to the width of your **Matrix**, however, commissions are only paid to **FIVE** levels deep

