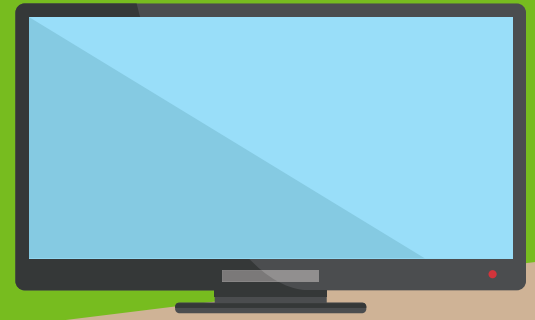# How To Finalize A Sale

#GetPaid

Print or Write the Order Number

Location: Last screen in carrier system as you process the sale.

Instruction: Perform a screen print at the end of the activation and enter the order number into our point of sale system before closing out of the order.

After the Order Number Screen is Printed

1. **Finalize** your sale **in** the point-of-sale system before closing out the order.

2. **Include the printout** of the final screen in with the sale paperwork.

3. **File away** in a secure and safe location for future reference.

Get Paid!

1. You are eligible for the bonus when a sale is properly finalized**.**

2. A bonus will be paid out combined with your other commission.

3. **It's a WIN-WIN!** Your customer has been helped and you get paid!