



# SPONSOR/PLACEMENT CHANGE REQUEST

To protect the integrity of all marketing organizations, TranzactCard strongly discourages changes in sponsorship. By submitting this completed form, all named persons approve of this proposed sponsor change. All requests will be reviewed and considered, but submission of this form does not guarantee that a sponsor change will be approved by TranzactCard. The member whose sponsor is changing must acknowledge and agree to the following conditions by signing his or her initials on the line next to each item:

Type of change (check mark one) ☐ Sponsorship ☐ Placement ☒ Sponsorship and Placement

- 1: We understand that I am requesting the type of change based on my selection above.
- 2: Sponsor change requests may be made only by the current Sponsor and are subject to TranzactCard's approval and must comply with the Policies & Procedures.
- 3: If incorrect or unreadable information is provided, the request may be denied. Forged signatures will not be tolerated. If forgery is suspected, this form will be referred to the Compliance Department and may result in termination of the account of the person who committed the forgery.
- 4: We understand that the DBO member being moved, can only be moved once.
- 5: We understand that the Digital Branch and Branch members, that is/are currently under the member being moved, will move with them. (See fee structure below)
- 6: We acknowledge that an approved request could result in a change in Digital Branch structure and could ultimately impact commission earnings.
- 7: There is a sponsor change fee of \$25 for each person being moved, including all Digital Branch members. IE, if moving a DBO with 3 members, the total move fee is \$100. This fee is due upon submission of this form.

## Change Fees

The change fee is calculated simply by adding up the number of DBO's and or TCM's being moved – 1 for the DBO or TCM requested to be moved, plus all DBO's and TCM's in their Branch. Our support team will provide you with instructions on where and how to securely submit your payment after review of the proposed move. This fee is non-refundable and must be paid prior to initiation of the requested move.

Total number (DBO + Members) to move: 4 x \$25 = \$ 100 (DBO Support Team will verify prior to processing fee)

## Endorsements

MEMBER APPROVAL SIGNATURE (DBO to be moved)

Printed Name Joseph Cook Member # 1542233  
 Signature Joseph Cook Date 11/14/2023

CURRENT SPONSOR APPROVAL SIGNATURE

Printed Name Joyan Binarao-Salagan Member # 814267  
 Signature Joyan Binarao-Salagan Date 11/16/2023

NEW SPONSOR APPROVAL SIGNATURE

Printed Name Dave Lewis Member # 820833  
 Signature Dave Lewis Date 11/15/2023

Please submit the completed form (one form with all signatures) to [dbosupport@tranzactcard.com](mailto:dbosupport@tranzactcard.com).