

GENERAL SALES INCENTIVES

Individual and team incentives are a great way to reward your Nerds for a job well done . . . or, encourage them to get the job done. For anything from Nerd Swag to gift cards or to schedule a Team Activity, incentives can both generating excitement and show your Nerds a little attention. Win Win!

Submitting General Incentives

For incentives that do not fall under monthly or quarterly goals, EV Incentive or 212 CLUB, prior to issuing a general individual or team incentive you'll first need to submit for approval using the easy to use "Sales Incentive Form" located [HERE](#).

***Reimbursement

After each incentive has been purchased, you'll then need to complete a "Reimbursement Submission" in Darwin. This can be submitted by visiting the Darwin Main Menu "PAY" tab and selecting "Reimbursement Submission". Be sure to include a clear image of the receipt and complete a thorough description of what the incentive was for. [More detailed training later on Reimbursement Submissions.](#)

Keeping it within Budget

These incentives should fall within your allocated team budget. Should you over extend your budget with too many incentives please be aware that your reimbursement may not be approved.

