



APPLICATION FOR VIRTUAL MEMBERSHIP

Virtual membership in MANA is available to IUCAB Sister Association members.

Contact Name _____ Title _____
First Middle Last

COMPANY NAME _____

Address _____

City _____ State/Province _____ Zip/Postal Code _____

Country _____ Telephone _____

Toll-Free Telephone _____ Fax _____

E-Mail _____ Web Site _____

This application must be accompanied by: €79 EURO annual dues or £54 pounds annual dues.
Make checks payable to: MANA. Ten dollar charge on all checks returned from the bank.

Check # _____ enclosed in the amount of _____.

The following credit cards are accepted (check one): Visa MasterCard American Express

Account Number (all digits) _____ Expiration Date _____

Signature Required for Credit Card _____

Membership is valid for 12 months; effective date being the first of the month the application is processed. Renewal billings will start two months prior to expiration date. If application is not approved, entire remittance will be refunded.

On behalf of the company submitting this application I hereby apply for virtual membership in the Manufacturers' Agents National Association and **agree to abide by its Code of Ethics** (see back of application).

I understand that the membership, if approved, will cover only the firm named and located at the address shown.

I understand that the company will not be listed in the MANA Online Directory until I complete and return the Sales Agency Profile form that will be sent to me after my application is accepted.

As a MANA member, specifically the individual listed as the contact for the company, you will be on MANA's mailing list to receive e-mails and faxes on various publications, programs and services provided by and offered to MANA members.

I hereby give permission to MANA to:

E-mail me Fax me

I certify that I am a current member of the IUCAB Sister Association checked below:

- | | | |
|--|---------------------------------|--|
| <input type="checkbox"/> AACA | <input type="checkbox"/> AESPAC | <input type="checkbox"/> Agenturföretagens Förbund i Sverige |
| <input type="checkbox"/> Bundesgremium | <input type="checkbox"/> CAANG | <input type="checkbox"/> CCRA |
| <input type="checkbox"/> CDH | <input type="checkbox"/> DAF | <input type="checkbox"/> FFTAF |
| <input type="checkbox"/> FNAARC | <input type="checkbox"/> FNAC | <input type="checkbox"/> MAA |
| <input type="checkbox"/> NAL | <input type="checkbox"/> UBAC | <input type="checkbox"/> USARCI |
| <input type="checkbox"/> VKAS | <input type="checkbox"/> VNT | |

I understand my membership is contingent on my continuing membership in the identified organization.

Signature of Individual _____

Title _____ Date _____

NOTE: This application cannot be processed unless it is **fully completed, signed** and submitted with payment to MANA.

Submit To: **MANA Membership Dept., One Spectrum Pointe, Suite 150, Lake Forest, CA 92630-2283**
Phone: (949) 859-4040 • Toll free: (877) 626-2776 • Fax: (949) 855-2973 • E-mail: MANA@MANAonline.org



MANUFACTURERS' AGENTS NATIONAL ASSOCIATION

Founded October 17, 1947

Code Of Ethics

I. The Sales Agency's Responsibilities to the Manufacturer/Principal:

- To comply with the Principal's terms and conditions of sale.
- To conscientiously cover the assigned territory, accounts or industry segment.
- To avoid any form of misrepresentation.
- To establish relationships only with those Principals which will be well represented by the Sales Agency.
- To refrain from representing competing lines without written agreement of the Principal.
- To constantly strive to add value to the relationship between the Principal and the Customers.

II. The Manufacturer's/Principal's Responsibilities to the Sales Agency:

- To enter into a fair, clearly worded, written Sales Representative (Independent Contractor) Agreement which addresses the needs, concerns, expectations and objectives of both parties.
- To refrain from modifying the terms of this agreement, except by mutual written consent following full discussion of the matter.
- To recognize the Sales Agency as an important element in the sales goals of the Principal.
- To constantly strive to support the Sales Agency's efforts by timely responses and open communication.

III. The Sales Agency's Responsibilities to the Customer:

- To promote only those products or services which are in the Customer's best interest.
- To constantly strive to improve the relationship between the Principal and the Customer.
- To clearly and fairly communicate the needs of all parties in the business relationship.
- To process Customer problems and questions promptly and accurately.

IV. The Responsibilities of one Sales Agency to Another:

- To share ideas beneficial to the rep profession.
- To refrain from soliciting the Principals of other Sales Agencies.
- To refrain from using unfair methods to solicit the Customers of another Sales Agency.
- To cooperate to enhance the professional relationship of the Sales Agency and its Principals by supporting MANA, which was established for that purpose; subscribing to its aims and objectives, and in every practical way working to advance the marketing interests of all Sales Agencies and their Principals.

National Headquarters • One Spectrum Pointe, Suite 150, Lake Forest, CA 92630-2283

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