



General Guidelines for the Coaching Toys Associate Program

The Coaching Toys Philosophy

Personal Growth is essential, and it is a creative process.

Art, play, humor, spirituality and creativity matter, and they expand and deepen personal growth work.

With that in mind, we offer products, ideas, opportunities and resources to inspire and support creativity, play and spirit in the work of facilitating personal and professional growth.

What We Are Looking For

Our target markets are professionals in the personal growth industries – coaches, counselors, facilitators and trainers and individuals seeking personal growth or professional development. We feature products, tapes, CD's and books that reflect applied creativity, expressive arts, play, intuition, humor or spirituality.

Possible categories for products might include:

- **Professional Development** - Products that educate, expand range or remind and inspire the practitioner.
- **Structures for clients** – Products that remind, inspire, track progress, celebrate, or challenge.
- **Gifts for clients** – Products that acknowledge, celebrate, support, inspire, highlight.
- **Tools/Toys** - Products for workshop activities, games, icebreakers and experiential learning.

To Submit a Product for Review

- Address email to products@coachingtoys.com
- Put "review product" in subject line
- Include your product name, price, and a description.
- Include your name and contact information, including phone numbers and best times to be reached.
- Include a jpeg if available
- Additional information may be requested.

Your product will be reviewed by the Coaching Toys Creative Team

Please allow 30 days for this process. Quality of the product, ability for you to meet delivery requirements, alignment with the vision and direction of Coaching Toys Inc. are all taken into consideration. You will be contacted about our decision.

Your invitation to become a Coaching Toys Associate will come with a formal agreement that will outline in more detail the following basic points.

Fees and Payments

There is a Set-up fee of \$35.00. This gets your jpeg and product description online and the shopping cart set up.

Coaching Toys Inc. handles the financial transaction of each sale. This allows customers to make multiple purchases, use credit cards or pay with alternative currencies.

Coaching Toys Inc. retains a consignment fee of 30% of the purchase price plus the transaction fees charged by PayPal.

Coaching Toys Inc will collect shipping and handling fees for you at the rate of \$5.50 or 10% of the purchase price, whichever is higher. Exceptions are possible for unusual products.

Payments to Coaching Toys Associates will be made 30-45 days following a sale.

How it Works

You will be identified to our customers as a Coaching Toys Associate

Coaching Toys Inc. notifies you via email when an order is received

You – the Associate fulfills the order within 4 business days,

For custom-made products, you contact the customer within four business days.

Associates are responsible for checking email and arranging for order fulfillment when they are away.

You ship your package with a Coaching Toys Mailing Label

You will be provided with an Avery mailing label template via email.

Products shipped need to be in excellent condition.

There is a 30 day return policy

Inserting your promotional materials

You may include your business card in all of your packages. Promotional materials for other services you offer may be inserted following **review and approval** by Coaching Toys Inc.

Our Commitment to You

The Coaching Toys site will be aggressively promoted and we will maintain a regularly changing, content rich, site to build repeat traffic.

We will listen to your needs and requests and respond promptly

If you are one of our Associates, it is because you are aligned with our calling and we love what you do. We want you to have visibility and success.

Thank you for your interest in the Coaching Toys Associate Program.

**Marcy Nelson-Garrison
President, CoachingToys Inc.**