



RETAILER EMPLOYEE PURCHASE PROGRAMME AND FORM

EXPLORER

Guidelines

- The Employee Purchase Program is for employees of authorised retailers only and is for the employee's personal use only (**NOT for family or friends**).
- The employee agrees not to resell employee purchase products for one full year from the date of purchase.
- This form must be filled out clearly and completely for orders to be processed. Incomplete or illegible forms will be returned.
- Bicycle and accessory eligibility is contingent upon adequate availability. From time to time, certain products may not be eligible due to limited availability and/or high demand.
- Employee purchases may not be fulfilled out of a retailer's stock. All orders must be from Trek inventory. No credit will be issued for products taken from retailer inventory.
- All products will be shipped to the retailer address. Regular delivery charges will be applied and are the responsibility of the employee.
- Employees may purchase two bikes, whether Trek or Electra, per year (a frameset counts as a bike); two wheels (or one complete wheelset) per year; and parts, accessories, and clothing up to £1500.
- The employee discount on bicycles and accessories is 10% or 17.5% off standard retailer cost, and depends on your Trek U status. GST and shipping costs are the responsibility of the employee.
- All employee purchases are placed on standard dealer terms.
- The employee discount on Project One and Project One Now bikes have the same purchase discount depending on your Trek U status of Beginner, Explorer, or Guide.
- If the product is on sale, the employee purchase price is either the original standard retailer price with the discount applied or the sale price, whichever is lower.
- Only bikes in the Trek range of an employee's specific country are eligible for employee discount.
- A 60-day employee purchase embargo period is in place upon all new model launches.
- Final pricing and terms to be determined by your employer.
- Trek reserves the right to offer reduced discounts on specific models.

BIKES (10% discount)

Qty	Bike Model	Part Number	Colour	Size	Standard Retailer Price

PROJECT ONE (10% discount)

Configuration Name

Project One order instructions: Configure and save the bike in your store's B2B account. **DO NOT** add the bike to the cart or submit the bike as an order. Write the name of the configuration here and submit to the email at the bottom of the form. You will be contacted with further instructions.

ACCESSORIES (10% discount)

Qty	Accessory Model	Part Number	Colour	Size	Standard Retailer Price

RETAILER EMPLOYEE PURCHASE INFORMATION (please print clearly)

Retailer Name		Retailer Cust. No.	
Retailer Location		Retailer Phone	
Employee Name		Length of Employment	
Employee Email		☐ Full-time ☐ Part-time	
Employee Signature		Position	
Owner/Manager Signature		Owner/Mgr Name	
TREK USE ONLY			
DE Order Number		Date Order Received	
Inside Sales Rep		Approved by	

Email completed form to trekunordic@trekbikes.com