

BRIEFING FORMAT FOR MERIT HARBORLIGHTS

ALL persons participating in our sampling program must strictly adhere to the following:

1. Only SMOKERS, 21 years of age or older, are eligible to receive a free sample.
2. Only ONE sample is to be distributed to each person.
3. Distributors will ask each smoker their preference, Regular or Menthol, Low Tar or Ultra Low Tar, Regular size or 100's.
4. All personnel will be courteous. Your performance represents the high quality of all Philip Morris products.
5. No smoking or gum chewing is permissible while working. During breaks ONLY Merit ~~Light~~ is to be smoked. This insures a professional image and continuity with the promotion.
6. ONLY pedestrian traffic may receive a sample. Samples may not be distributed to anyone in a vehicle.
7. All distributors (FEMALES) will be provided with a uniform for the duration of the promotion. Crew suppliers (MALES) should wear dark or neutral trousers. NO jeans (Designer Jeans included) or athletic footwear may be worn. Comfortable shoes should be worn. ALL promotional materials MUST be returned at the conclusion of the promotion. Failure to comply will delay in payment of your compensation.
8. Damaged product should NOT be distributed and must be reported to your Market Manager.
9. Security of the product is your responsibility! NEVER leave any material unprotected.
10. All questions pertaining to this promotion MUST be directed to your Market Manager. No discussions, interviews or photos are allowed with anyone.
11. In the event of a retailer complaint, STOP sampling immediately and notify your Market Manager.
12. I certify that I am 21 years of age or older and will carry proper identification at ALL TIMES.

I FULLY understand the above rules, and any violation of these regulations will result in immediate dismissal.

AGENCY: \_\_\_\_\_  
NAME (PRINT): \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE #: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_  
DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

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