

LICENSING AND CONTRACTING

Contracting through a Distributor

There are three ways for producers who affiliate with Phoenix through a Distributor to be set up:

- Under the Distributor in an assigned level of the Distributor hierarchy; (commission paid directly to the producer and override paid to any up-line producers and the Distributor);
- As a sub-producer or solicitor to the Distributor (entire commission paid to the Distributor); or
- As a sub-producer under a contracted producer/corporation (commission paid to the corporation and override paid to any up-line producers and the Distributor).

Steps for Contracting Producers through a Distributor

Step	Process
1	The producer completes three forms, which are supplied by the Distributor: <ul style="list-style-type: none">a. The Application and Recommendation for Contracting of Producers and Corporations (form number FB17)b. The Investigative Consumer Report Authorizationc. Signs the contract indicating the appropriate compensation schedule.
2	The producer submits the completed application and contract to the Distributor.
3	The Distributor completes two forms: <ul style="list-style-type: none">a. The Hierarchy Information Sheet, showing where the producer fits in the Distributor hierarchy and information on pending business; andb. The Distributor signs the signature page of the contract.
4	The Distributor sends the Hierarchy information sheet, signed contract and completed application to Contracts@phoenixwm.com or via fax to 816-221-9672.

LICENSING AND CONTRACTING (continued)

Steps for Subproducers / Solicitors through a Distributor

Step	Process
1	The producer completes two forms: a. The Application for Sub-producers (form number FB17C) b. The Investigative Consumer Report Authorization
2	The producer submits both forms to the Distributor.
3	The Distributor completes The Hierarchy Information Sheet, showing where the producer fits in the Distributor hierarchy and information on pending business.
4	The forms are sent to Contracts@phoenixwm.com with a cover email indicating the Phoenix-contracted Distributor under which the sub-producer will operate.

Producer Codes

Producer code(s) will be assigned to each producer upon contract execution and to each sub-producer upon successful completion of the background investigative process. The code(s) enables Phoenix to track production and pay commissions and is required to set up a User ID for producers to view their pending and inforce business on Phoenix's Web site. Phoenix will communicate producer codes once they are assigned to the Distributor.

Appointment

For all states (except our pre-appointment states) Phoenix will appoint producers upon receipt of the first formal application.

Pre appointment states require Phoenix appointment prior to solicitation and application submission. These states include: CT, PA, MT and UT.

A background check on each producer/sub-producer will be conducted prior to providing a producer code for the contracted producer or sub-producer. This process is typically completed within 2-4 business days.

Anti-Money Laundering

Phoenix requires producers to complete annual core anti-money laundering training provided by LIMRA. The course can be taken online at <https://aml.limra.com>. In addition, producers must review and understand their obligations annually with respect to Phoenix's AML Program as outlined in the Producer's Guide to Anti-Money Laundering, further explained within the Advisor Center on www.phoenixwm.com.

Phoenix will also accept proof of AML training provided to a producer through an FINRA registered Broker Dealer, or through the Reg-Ed program. AML training must be completed prior to the release of producer compensation.

COMPENSATION/COMMISSIONS

Payment

Compensation is paid weekly on Thursdays on premiums/deposits recorded by the Friday of the previous week.

Specific payment percentages are detailed in the compensation schedule included in the contract. An addendum identifying rate-specific information will be provided as new products are introduced to Phoenix's portfolio.

Reporting

Compensation statements are available on Phoenix's Web site and can be accessed by logging in with Advisor Center Log in ID and password.