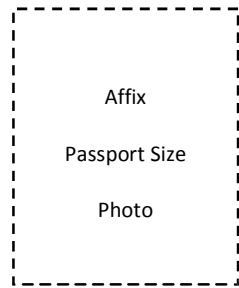




KEVA INDUSTRIES

Plot No. 1, G.T. Road, Sahnewal, Ludhiana – 141 120 Punjab (INDIA).

Phone No. : +91 161 6607000, e-mail: info@kevaind.org, www: kevaind.org



Day Month Year

ID. No.

DISTRIBUTOR APPLICATION FORM

1. Sponsor Information

Sponsor ID * Sponsor Name *

Upline ID * Pin No *

Position * Left Right

2. Personal Information

Name: Date of Birth

Fathers Name:

Sex M F

Address

City District

State Phone No.

Pin Code Mobile No.

Email Address

3. Occupation Information

Occupation

Bank Name Branch

Account No. A/C Type

Pan No. Tin No.

Voter Id No. DL. NO.

IFSC Code

4. Nominee Information

Nominee Name Nominee relation

5. Undertaking

I/We undertake that I/We have understood the use of the product and the compensation plan with a clear state of mind. I/We, am/are enrolling as a distributor of Keva Industries and state that I/We have read and accepted the Code of ethics and the Rules of conduct as printed overleaf. I/We further certify that all the information written here is true and correct. I/We will my/our operate my business by buying products on my/our own expenses (b). I/We will not indemnify Keva Industries against any liability arising from any false claims/ commitments and representations or any unethical statement made by me/our. (d) I/We agree to abide by the Marketing Plan, Distributor Code of Ethics as well as the Rule and Procedures as set for in the Literature and Manual of Keva Industries or any circular that may be printed periodically (e). I/We understand that my distributorship may be revoked should I/We fail to comply with the above stated conditions. All the disputes are subject to Ludhiana Jurisdiction only.

Distributor Signature

Sponsor's Signature

CODE OF ETHICS

Being a Distributor of Keva Industries (INDIA), I agree to conduct my KEVA business according to the following ethical guidelines:

- 1 As a KEVA distributor, I will guide, treat all my co-distributor as a professional to my best and the same I would have them treat me.
- 2 I will respectfully observe & follow the Code of Ethics & rules of conduct, to which I will abide with full of my spirit.
- 3 I will with my full honesty & integrity, present the Keva Products and business to all clients/distributors only with the approved ways of Keva Publication and Presentation.
- 4 I will readily & politely handle all the guidelines, procedures mentioned in official publication at any presentation of Keva Industries.
- 5 I will conduct my business & activities in such a manner, reflecting highest standards of integrity, openness and responsibly reaching new heights of network Industry.
- 6 I will accept and carry the responsibility as a Keva Distributor and setting up good examples for business partners of all my up line of sponsorship and my down lines to be a team worker and good leaders.
- 7 In my Keva Product sales presentations & activities, I will protect the name of the company by presenting the approved publication of compensation plans & product authorized catalogues.
- 8 It will solely be my responsibility to guide and to help my down lines to learn the principles and guidelines of Keva Industries code of ethics, rules of conduct, product presentation and compensation plan as a tool to start with their Keva Distributorship.
- 9 It will be my responsibility to motivate my down lines to take initiative and necessary trainings, attending seminars to realize their potential business as own.
- 10 I will promote a spirit of team work among all distributors/down lines & creating a healthy bonding.
11. I will not follow any unethical conduct with my downlines by means of not providing them any support, blocking their money, taking their ID's and if I am found guilty towards my job and my downline then company can take legal action towards me. And if company will get continue complaints from my downline against me then also company can take legal action or strict action towards my guilt.
12. I will not work with any other MLM company while working with Keva Industries.
13. if in any unavoidable situation, if I left Keva Industries then I wont spread any rumors, say bad words either verbally or written which will harm the reputation of the company in the market. If I am found doing so, then company can take legal action as per government rules and regulations to protect its ethics and reputation.
14. Distributor has the right to put only 1 ID in compensation plan of Keva.

RULES OF CONDUCT

Any violations of the below said rules will result in termination of the distributorship. Keva industries reserve the right to modify and make any amendments in these rules any time when the company deems it proper and necessary.

1. **Application of distributorship.**
 - a. Any person minimum at the age of 18 years and above may become a Keva registered distributor and any existing distributor of Keva Industries must sponsor him.
 - b. Any company/corporation, proprietor/partnership, private or limits company when apply for distributorship shall be registered under duly appointed representative of Keva
 - c. An applicant must completely & personally fill up the application duly signed in clear & legibly in block letters to signify his acceptance of all the terms of the rules and regulations of Keva industries. Incomplete information will not be processed on time.
 - d. Every application for distributorship shall be accompanied by the applicable payment from time to time for the product purchase and starter kit.
 - e. Members found with double distributorship is strictly prohibited and subject to termination of distributorship.
 - f. No distributor shall be re-entered into distributorship by any up line or downline, signed in, by or for, by any person or any distributor. necessary action will be taken accordingly.
2. **Husband and Wife Distributorship.**
 - a. A husband and wife can apply together for a single distributorship or separate distributorship provided that the husband is the sponsor of the wife or vice versa.
 - b. Husband with more than one wife can choose only one wife for the husband-Wife distributorship.
 - c. In the case of divorce, separation or annulment of marriage, either spouse shall inform the company his/her intention to resign from the partnership, in such a cases, the party remaining shall assume sole all the obligation and responsibility of the distributorship and shall enjoy all the benefits therefrom.
3. **Death and Inheritance.**
 - a. In the event of the death of the distributor, the distributor agreement shall be reserved to the legal heirs of the decedent.
 - b. The legal heirs shall submit an extra judicial settlement of estate to the company stating their request to replace the deceased distributor. The company has the right to approve/disapprove the request by going on proper evaluation.
4. **Transfer/re-application of distributorship.**
 - a. Application for change of sponsor or for the transfer of personal/group sales is prohibited.
 - b. The company reserves the right to consider, and approve/disapprove the transfer upon approval of at least three (3) up line of the said distributor.
5. **Responsibilities and duties.**
 - a. A distributor is an independent business entity. Hence, he/she is not an employee, agent or representative of the company.
 - b. A distributor shall not use Keva Industries name, Logo, Slogan, Trademark, and Trade names without the company consent.
 - c. Distributors of Keva shall not engage or actively participate in other networking and direct-selling companies.
 - d. No distributor or leader shall conduct unauthorized seminars, meetings or assembly that is not in line with the business ethics of the company. Any leader or distributor found to have been engaged in discriminating, saying against, or including others to complain against the company's procedures, rules & regulations shall be subjected to termination.
 - e. Valid complaints should be written and addressed to the Keva Industries, to be discussed and considered. Any decision shall be in discretion of the Company and shall be final and executory.
 - f. Keva Industries-ConcenTrace Trace Mineral Drops is a total food supplement and has no therapeutic claims, all distributors, stockists and business centers herein undertake to shoulder all responsibilities, liabilities and damages that may arise of any misinterpretations and misrepresentations, Over - claim or concealment regarding the true nature of Trace Minerals as a food supplement.
6. **Termination/cancellation of distributorship.**
 - a. Keva Industries has the every right to terminate the distributorship for non-compliance, breach, or violation of any of the stated code of ethics and rules and regulations and policies of Keva Industries.
 - b. Management will do proper evaluation of the cause of termination; the distributor may be required to surrender his/her accountabilities with the company and other distributors.
7. **Product Under-Cutting**
 - a. Under-cutting or re-registration to other sponsor/up line under different name is prohibited. Keva Industries reserves the right to terminate distributor found to be committing such act.
8. **Tampering of company property**
 - a. Tampering of documents such as Distributor Application Form, Company invoices, or related documents to be duly filled and signed are strictly prohibited.
9. **Manipulating Genealogy**
 - a. Manipulation of distributors network structure (genealogy) is strictly prohibited. Keva Industries reserves the right to terminate distributor found to be Committing such act.
10. **Pirating/Duplicating.**
 - a. Inviting any co-distributor or convincing to register under different leg of the other MLM Company is prohibited. Keva Industries reserves the right to terminate distributor found to be doing this act.
11. **Dummy representative(s)**
 - a. Registration of dummy representatives is strictly prohibited. Keva Industries reserves the right to terminate distributor found to be using dummies or Representative(s).
 - b. Keva Industries Reserves the right to suspend/cancel any bonus (es) or incentive(s) generated through the use of Dummy representative(s)
12. **Commission and Bonuses**
 - a. Commissions and bonuses are based on the performance of the distributor in the compensation plan. Management reserves the right to improve/alter the compensation plan, as and when required.

- 13 **Commission / Bonus Payout**
a. Commissions and bonuses are to be distributed on the pre-determined dates of each week/month. Hence, all distributor applicant, cash invoices, payments, etc. must be received by the company before such cut off dates.
- 14 **Bonus statements** will be distributed from the Keva Industries Head Office and stockist center.
- 14 **Tax Deductions and Govt. Fees.**
a. All taxes and fees that may require by the government are to be shouldered by the distributor.
- 15 **Product Quality Guarantee**
a. Products promoted by Keva Industries are guaranteed of the highest quality. In case you encounter problems with the product, must brought it to the business/stockist center or the Head office, together with your written statement and explanations, and will be replaced.
- 16 **TDS**
a. As per Section 194H of the Income Tax Act, 1961, Rate of TDS on Commission is 10%.
Note: TDS @ 20% is applicable if Deductee does not have PAN No.
Certificate of TDS Deducted in Form No. 16A will be issued to the deductee and deductee will take the credit of TDS deducted in his/her ITR Returns.

Token of acceptance

Distributor's Signature
