AWARDS NETWORK™
Amplifying Workplace Culture®

GIVE A GIFT PROGRAM

Comprehensive Overview

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ABOUT AWARDS NETWORK

All employees, regardless of background, need to know their efforts are noticed, appreciated, and applauded. For over 70 years, we have been focused on fostering an engaged culture of recognition in the workplace and providing a memorable experience for each employee. Individual recognition is vital and the most critical tool you can have to measure the culture of your business.

Together, we will develop a recognition program unique to your business needs and people, while consulting with you through the entire process. Knowing your employees are your most valuable asset, we have developed proven programs and gift selections that help organizations reach their goals while overcoming many obstacles and industry challenges.

PROGRAM SUMMARY

Our gift programs allow your employees to select items from our catalog that will fit their unique lifestyles and needs, ranging in value from $25 to $3,500! If a standalone gift program is the best solution for your employees, you can choose one of our two platform options:

Single-Gift Platform: Recipients only see gifts specific to the price level* you award and can redeem a single gift from that price level's catalog. Prices are never shown to the user.

Multi-Gift Platform: Recipients will have access to all catalogs up to the price level* you award, and can choose one or multiple gifts up to their designated amount. Users see their awarded amount as a number of "credits" they have to redeem.

With either platform, we will build you a **complimentary custom website** for gift redemption, completely branded to your business.

Each recipient will have their own unique verification code, allowing them to login to the website and select their gift(s) from the merchandise available. Gifts are charged to you at the flat award amount you choose, including shipping within the 48 contiguous United States! Have international employees? Ask about our shipping solutions!

15 PRICE POINTS
$25
$35
$50
$75
$100
$150
$200
$250
$350
$500
$750
$1,000
$1,500
$2,500
$3,500

**Price level must be chosen from our 15 standard price points, from $25 - $3,500. Custom amounts are available in Multi-Gift format.*

PROGRAM FEATURES

With either configuration, your program will include:

- A **customized website**, including a branded home/login page, catalog, cart, checkout & help/FAQs
- **Presentation material(s)** of your choice
- Reminder **emails** sent to employees who have yet to redeem their gifts

PRESENTATION OPTIONS

Award Packet – $4 each* - 5 piece branded & customizable presentation packet including a card stock portfolio cover, customized letter, certificate of achievement, catalog of gift options**, order form, and online redemption information

Award Booklet – $3 each* - 1 piece branded & customized presentation booklet on glossy paper including an imprinted letter on inside cover, catalog of gift options**, order form and online redemption information

Award Card – $1 each* - branded 8.5” x 5.5” one-sided card including congratulatory message with online gift redemption information (also available as a complimentary PDF)

Award Email – FREE - branded email with congratulatory message and online gift redemption information

Text Messages – FREE - SMS message(s) with congratulatory message and online gift redemption information

Sample Award Packet & Website Homepage

*Shipping is not included.
**Catalog shows a selection of most popular gift items and are subject to availabilty.*

AWARDS NETWORK™

AWARDING PROCESS

When you're ready to give a gift of choice to your recipients, just fill out our simple Recipient Award Schedule. Once complete, we will ship any printed materials and/or notify recipients via email on the day of your choice. You may request awards on an annual, quarterly, monthly or as needed basis and there are no order minimums. Awards are prepared and shipped out in **4-6 business days**.

Looking for something more?

We specialize in strategic recognition programs to help organizations of all sizes.

Let us know your objectives and we'll work together to improve overall performance.

MERCHANDISE & RETURNS

We partner with hundreds of brands and carry thousands of gifts for your employees to choose from. On average, there are approximately 100 gifts found in each price level.

Awards Network guarantees **100% satisfaction** for all merchandise selections. If a recipient receives a damaged or malfunctioning item, they simply need to contact us for a replacement within 30 days of receiving the item. A no-charge return label will be sent to the recipient so that they can easily return their gift. We will then ship out a replacement item at no additional charge.

PRICING

Awards Network will build your program **completely complimentary**. We do not charge any setup, hosting, or membership fees to our clients. You only pay for the gifts your recipients redeem and any printed presentation materials you order (see page 2 for options).

BILLING OPTIONS

Awards Network offers two options for billing. All invoices are **Net 30** day terms.

Prepaid – Pay Upfront

- Pay upfront for each order prior to your recipient's redemption
- Both printed materials and price levels charged immediately
- Receive one invoice when placing an order
- An unredeemed gift can be credited and applied to a future invoice, less a $3 processing fee

BUR – Billed Upon Redemption

- Pay upfront for printed materials, but pay for gifts only when redeemed
- No upfront charge for gifts
- Invoices will be itemized by each gift redeemed + employee
- An unredeemed gift won't be billed to you

PROGRAM SET UP

Once you are ready to begin program setup, you will be asked to complete a Setup Form, which collects all details of your program, including award levels, presentation option, program budget, and billing information. Upon receipt of your completed Setup Form, we will schedule a quick call to confirm any final details, discuss your creative preferences, and review the timeline for program setup.

We will need a high resolution logo and your first order form before beginning the setup process. Our standard setup timeline is **10-12 business days**, which includes the proofing process.

Should you need your program built sooner than our standard timeline, you can request a RUSH Setup. You will choose from premade website templates, where we can add your logo and match colors to your organization's branding.

Ready to learn more?

Awards Network aims to Amplify Workplace Culture® across all organizations, no matter the size or industry. Our proprietary engagement platform of rewarding activities and features creates an exhilarating employee recognition and appreciation experience for employees and managers alike.

REQUEST A DEMO