wavewebsites
NEW SMYRNA BEACH

Independent Sales Representative Agreement

Commission-Based Sales Partnership | We Build Websites That Make Waves.

COMPANY	REPRESENTATIVE
Business: Wave Websites	Name: _____
Location: New Smyrna Beach, Florida	Address: _____
Represented by: _____	Phone: _____
Email: _____	Email: _____

Agreement date: _____

This agreement is made on the date above between Wave Websites ("we," "us," or "the Company") and the person named above ("you" or "the Representative"). It explains what you will do for us, what we will do for you, and how you get paid.

1. What This Agreement Is For

Wave Websites is a New Smyrna Beach web design studio. We design, build, and host custom, mobile-friendly websites for businesses of all types, with affordable flat-rate pricing, fast turnaround, and ongoing support. We are bringing you on to find business owners who could use a website and to book a meeting between them and us. We run the meeting, give the price, and close the sale. Your job is to open the door. This is not an exclusive arrangement: we may work with other representatives, and we may sell directly to anyone.

2. Your Territory

Your main area is: _____

We may pass you leads in this area, and we may have other representatives covering other areas.

3. What You Agree To Do

3.1 Find new prospects in your area by phone and by walking into businesses, using the materials we give you. We strongly recommend going in person whenever you can. A face-to-face visit gets a meeting booked far more often than a phone call.

3.2 Book a meeting between the prospect and us. It can be a video call or in person, depending on how far away they are. Use the shared availability calendar (see 4.2) to pick an open slot, and book only times shown as available.

3.3 You may offer prospects our free homepage preview mockup as a reason to meet. If a prospect seems interested in seeing one, note it in the lead tracker and we will build a mockup to show them at the meeting. We decide which prospects get a mockup and when we build it.

3.4 Follow up quickly on any leads we send you and keep us updated through the shared lead tracker.

3.5 Describe our services accurately. If a business asks about price, tell them our websites range from $500 to $2,000 depending on their needs and goals for the site, and that the exact price will be discussed in the meeting. If they ask about features, let them know we can build any feature they need. If they ask about timing, tell them a website typically takes 1 to 2 weeks once we have their content, depending on how quickly they get us their information. Do not quote a final price or negotiate terms. We handle all quoting and closing.

3.6 Log every prospect and every booked meeting in the shared lead tracker the same day, with the business name, the decision-maker's name and contact info, and the meeting time.

3.7 Represent the Wave Websites name professionally.

4. What We Agree To Do

4.1 Give you business cards, a current price sheet, portfolio examples, a Wave Websites email address, and a starting list of leads in your area that we have already gathered.

4.2 Keep a shared availability calendar showing the days and times we are open for meetings each week, and keep it current so you always know when you can book us.

4.3 Show up for every qualified meeting you book, present our services, build any approved homepage mockup, give the price, and close the sale.

4.4 Handle all design, development, hosting, onboarding, support, revisions, and billing once a client signs.

4.5 Pay you on time as described in Section 5.

5. How You Get Paid

You are paid by meeting fees and commission only. There is no base pay, hourly wage, or guaranteed minimum. Here is how it works:

What	Amount	Based On	How Often
Meeting Fee	**$25**	Every qualified meeting you book that actually happens, whether or not we make the sale	Once per meeting
Project Commission	**30%**	The website build price the client actually pays us (not counting sales tax or pass-through costs like domain names)	Once per project
Monthly Commission	**15%**	The monthly hosting and maintenance fee we actually collect from that client	Every month for the client's first 12 months
Monthly Bonus	**$250**	Closing 4 or more sales in the same calendar month, once the clients have paid in full	Once per month you qualify

Example. You book a meeting that turns into a $1,000 website with a $100/month plan. You earn $25 for the meeting, $300 when the project is paid, and $15 a month for 12 months. Total: $505 from that one client.

5.1 What counts as a qualified meeting. A meeting counts only if all of these are true: (a) you booked it and logged it in the tracker before it happened; (b) the owner, or someone who can make the buying decision, showed up; (c) the business is not already our client and was not already in our pipeline; and (d) we were able to present our services. No-shows, cancellations, and businesses we were already talking to do not count.

5.2 When a sale counts. A sale counts when the client signs our proposal and their deposit clears. You earn commission on any sale that closes within 30 days of the meeting you booked.

5.3 When we pay you. We pay by the 10th of each month for the previous month. Meeting fees are paid for meetings that happened that month. Project commission is paid once the client's full project payment has cleared. Monthly commission is paid for each month we actually collect the client's fee. Every payment comes with a short statement showing the meetings, clients, and amounts. We can pay you by check, Zelle, Cash App, or direct deposit, whichever you prefer.

5.4 Cancellations and non-payment. Client deposits are non-refundable under our terms, so once a deposit clears, your commission on it is yours to keep. If a client cancels before paying the balance or doesn't pay the balance at all, you earn commission only on the money we actually collected. If a client skips a month, there is no monthly commission for that month.

5.5 Who gets credit. The shared lead tracker is the official record of which meetings you booked. You earn on meetings you booked, whether you found the prospect yourself or we referred them to you.

5.6 Expenses. You cover your own costs, including gas, phone, and travel.

5.7 Monthly bonus. If 4 or more of your sales are paid in full by the clients in the same calendar month, you earn a $250 bonus for that month. It is paid with that month's statement and is on top of your regular commission.

6. You Are an Independent Contractor

You are an independent contractor, not an employee, partner, or agent of Wave Websites. You set your own hours and decide how you work. You are not eligible for employee benefits, workers' compensation, or unemployment insurance through us. We do not withhold taxes; you are responsible for your own federal, state, and local taxes, and we will send you a 1099 form where required. You cannot sign contracts, take on debts, or make commitments on our behalf.

7. How Long This Lasts and How It Ends

7.1 Length. This agreement starts on the date above and continues until one of us ends it.

7.2 90-day trial. The first 90 days are a trial. If you have not booked a meeting that turned into a sale in that time, we may end this agreement right away with written notice.

7.3 Ending it. After the trial, either of us can end this agreement for any reason with 30 days' written notice. Email is fine. We can end it immediately if you misrepresent our services, quote or discount without approval, book meetings that don't meet the standard in Section 5.1 just to collect fees, break Section 8 or 9, or do something that damages our reputation.

7.4 What you're still owed. If this agreement ends, we still pay you for qualified meetings that already happened, for sales that already closed, and for sales that close within 30 days of a meeting you booked before the end date. Monthly commission keeps paying out for the rest of each client's 12 months, unless we ended the agreement for cause under 7.3, in which case monthly commission stops on the end date.

7.5 Returning materials. When this ends, you stop using the Wave Websites name, return or destroy any unused cards and price sheets, and return any lead information we gave you.

8. Clients and Competitors

8.1 While this agreement is active and for 12 months after it ends, you will not try to move any client you introduced to us to another website or hosting provider, including yourself.

8.2 While this agreement is active, you will not sell website design or hosting for any business that competes with us.

8.3 The client relationships created under this agreement belong to Wave Websites.

9. Confidentiality and Our Name

9.1 Keep our pricing, lead lists, client information, and internal processes private. Use them only for this work.

9.2 You may use the Wave Websites name, logo, and materials only as we provide them and only to promote our services. Our name, brand, designs, templates, and code remain ours.

10. The Legal Basics

10.1 **Florida law.** This agreement follows Florida law. Any dispute will be handled in the courts of Volusia County, Florida.

10.2 **Whole agreement.** This document is the complete agreement between us on this subject and replaces any earlier conversations. Changes must be in writing and signed by both of us.

10.3 **If part is unenforceable.** If any part of this agreement can't be enforced, the rest still applies.

10.4 **No handing off.** You can't transfer this agreement or your right to commissions to anyone else.

10.5 **Signing.** This agreement can be signed electronically, and each signed copy counts as an original.

Signatures

By signing below, both of us confirm we have read and understood this agreement and agree to its terms.

COMPANY - Wave Websites	REPRESENTATIVE
_____	_____
Signature	Signature
_____	_____
Printed name and title	Printed name
_____	_____
Date	Date

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