

Service Consultant *IN-FORM* Rewards

AIM Performance Points = CASH



Volkswagen

Dear AIM Service Consultant,

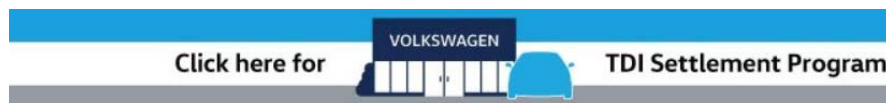
From January 23rd through February 28th, Volkswagen Service Consultants registered in AIM will earn **50** AIM points for each properly completed TDI *IN-FORM* transaction! These *IN-FORM* reward points will be deposited into your AIM account only after all four process steps (*Initiation, Modification, Validation and Delivery*) have been completed and submitted in the *IN-FORM* tool. If you are not yet familiar with the *IN-FORM* process, please see the TDI microsite on the VWHub, ask your Service Manager for information or contact your Volkswagen FOM for details.

To help you track your *IN-FORM* Reward earnings, we'll be adding a new tab in the AIM portal. In this tab you will find the VIN numbers that you have submitted, along with a summary of the *IN-FORM* Rewards points that you have earned. This new tab is currently being developed and will be available soon.

Please note that the *IN-FORM* Reward program is tracked by the Service Initiation form and reward points will be paid only to the Consultant that submits the initiation form **regardless of who completes the balance of the process**. Additionally, rewards points can only be awarded to Service Consultants; no other job code is eligible in this program.

The official program rules are attached to this communication and will also be available on the AIM portal.

For an explanation and demonstration of the *IN-FORM* process please go to the "Videos" tab in the TDI microsite and view the video titled "**Series 7: Utilizing the *IN-FORM* Tool**" or click the link below for a direct link to the site.



For a PDF tutorial of the *IN-FORM* tool, please [CLICK HERE](#)

Thank you for your support of the TDI *IN-FORM* process and for your support of the Volkswagen Brand!

Volkswagen After Sales

Volkswagen AIM – *IN-FORM* Rewards

VWoA, Inc. reserves the right to change this program for any reason at any time, without prior notice.

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Program Summary

This **AIM** incentive has been designed to reward Volkswagen **Service Consultants** for properly completing the TDI ***IN-FORM*** process.

The Volkswagen Service Consultant who submits the Service Initiation Form on the ***IN-FORM*** tool will receive **50** AIM points per VIN **for proper completion of the *IN-FORM* process in its entirety.**

This program runs from January 23rd 2017 through February 28th, 2017. Only TDI ***IN-FORM*** transactions that have been completed before 12:00 midnight on February 28th 2017 are eligible for ***IN-FORM*** Rewards incentive points.

Eligibility

✓ **SV-CON (Including Xpress Consultants)**

The ***IN-FORM*** Rewards incentive program is open only to Volkswagen **Service Consultants*** who are:

- **Enrolled** in the Volkswagen Academy Learning Management System for the incentive period.
- **Employed** by an Authorized Volkswagen dealer for the incentive period.
- **Registered** on the Volkswagen AIM portal (www.VolkswagenAIM.com).

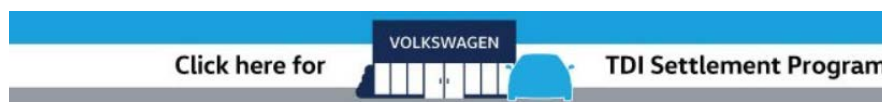
Only Service Consultants can earn *IN-FORM*** Reward points. If a foreman or any other position completes the Service Initiation Form, no one will be eligible for points related to that specific VIN.*

How Points Are Earned - *IN-FORM* Process Completion

In order to receive your ***IN-FORM*** Rewards points, all four steps of the ***IN-FORM*** process must be completed. As a reminder these steps are:

1. **Initiation**
2. **Modification**
3. **Validation**
4. **Delivery Confirmation**

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Official Rules - *IN-FORM* Rewards
Volkswagen AIM

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IN-FORM Rewards Program Details

50 AIM points will be earned for each individual VIN that has had all four **IN-FORM** process steps completed during the program period. Points will automatically be deposited into the AIM account of the Service Consultant that completed the Service Initiation step; no other party will be eligible. Points cannot be split between consultants. Points will be deposited in individual AIM accounts within 15 days of each **IN-FORM** process completion. Only registered Service Consultants can earn points; no other Volkswagen job category is eligible. For further details regarding the AIM program in general and how to convert your AIM points to cash, please see the Official AIM program rules in the AIM portal located on the VWHub.

How can I register for AIM?

Visit www.VolkswagenAIM.com to register through Single Sign-On using your VWHub ID. All program metrics can be viewed through tracking within the AIM portal.

Points/Rewards Dollars Expiration

Points earned in 2017 will expire at the end of the day March 2nd, 2018. In order to receive the rewards earned on 2017 performance AIM users must "CASH OUT" before the end of the day March 2nd, 2018.

The Fine Print

- VWoA assumes no tax liability for the cash incentive. For tax purposes, 1099 forms will be mailed directly to recipients at the beginning of the 2018 calendar year and will be the sole responsibility of the reward recipients. Points are non-transferable.
- Timelines and rules stated above are subject to change for any reason, at any time, and without prior notice. Interpretation of rules and qualifications is at the sole discretion of Volkswagen of America, Inc.
- For more information on the entire AIM program, please see the AIM Advisor and Technician Rules, or the Frequently Asked Questions (FAQ) document on the AIM portal.

I still have questions. Who can I call?

Please contact your FOM for questions regarding the **IN-FORM** Rewards incentive; the AIM Helpdesk will not have the information for this additional program.