

J.HILBURN

# Career Plan

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**CONFIDENTIAL**  
Effective 7/1/2023

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## Let's Get Started!

At J.Hilburn, we make it a priority to provide first-class support and resources for our Independent Personal Stylists. We firmly believe having the best Stylists in the industry is a critical ingredient that separates us from the competition.

For this reason, we have carefully designed a comprehensive training program to equip all New Stylists with the necessary skills and confidence prior to entering the field.

## Onboarding Period Commission Rates

To help new Stylists build momentum during the Onboarding Period, they earn higher rates of sales commissions, starting at an automatic 20% on personal sales up to \$5,999.

The Onboarding Period is defined as the month the New Stylist joins plus the first 6 full months.

Monthly Personal Qualification Volume (PV-Q)	% Payout on Personal Commissionable Volume (PV-C)*
\$0 - \$5,999	20%
\$6,000 - \$7,999	22%
\$8,000+	25%

\*Full-price J.Hilburn products to be paid out at 100% commissionable volume.

\*Third-party brands and any J.Hilburn sale items to be paid at 50% commissionable volume.

## Continue Building Your Career

The J.Hilburn Career Plan offers various opportunities for personal and professional growth. Stylists are encouraged to challenge themselves as they progress through the Career Plan. Stylists have the ability to take the business in the direction of their choice, whether it be to become a top seller, ambassador, team builder, or all of the above. J.Hilburn presents a variety of avenues to help Stylists succeed, all while maintaining the freedom and flexibility they value.

## Standard Stylist Commission Rates

Monthly Personal Qualification Volume (PV-Q)	% Payout on Personal Commissionable Volume (PV-C)*
\$0 - \$2,499	10%
\$2,500 - \$3,999	18%
\$4,000 - \$5,999	20%
\$6,000 - \$7,999	22%
\$8,000+	25%

\*Full-price J.Hilburn products to be paid out at 100% commissionable volume.

\*Third-party brands and any J.Hilburn sale items to be paid at 50% commissionable volume.

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## Career Plan Qualifications

Climb the career path and qualify for the highest Title every month. All qualifications are monthly.

Monthly Paid-As Title	Style Associate	Style Advisor	Style Partner	Associate Partner	Senior Partner	Associate Managing Partner	Managing Partner	Senior Managing Partner	Executive Partner	Senior Executive Partner	National Executive Partner
	SAS	SA	SP	AP	SrP	AMP	MP	SrMP	EP	SrEP	NEP
PV-Q*		\$500	\$1,250	\$2,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Active Legs**		1	2	2	3	3	4	4	4	4	4
TV (Max/Leg)				\$6,000 \$3,000	\$12,000 \$6,000	\$20,000 \$10,000	\$36,000 \$18,000	\$36,000 \$18,000	\$36,000 \$18,000	\$36,000 \$18,000	\$36,000 \$18,000
DV (Max/Leg)								\$75,000 \$37,500	\$200,000 \$100,000	\$500,000 \$250,000	\$1.25M \$500,000
New 1st Gen AMP in Last 12 Months										1	1

\*100% of a Stylist's PV-Q is eligible to contribute to TV & DV qualification.

\*\*Only Active Legs count toward Career Plan qualifications.

## Career Plan Bonuses

Unlock these bonuses in addition to the Personal Commissions you earn.

Monthly Paid-As Title	Style Associate	Style Advisor	Style Partner	Associate Partner	Senior Partner	Associate Managing Partner	Managing Partner	Senior Managing Partner	Executive Partner	Senior Executive Partner	National Executive Partner
	SAS	SA	SP	AP	SrP	AMP	MP	SrMP	EP	SrEP	NEP
Level 1		2.5%	3.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%
Level 2				2.5%	3.5%	3.5%	4.5%	4.5%	4.5%	4.5%	4.5%
Level 3						2%	2.5%	2.5%	2.5%	2.5%	2.5%
Gen 0							1%	1%	1%	1%	1%
Gen 1								2%	2%	2%	2%
Gen 2									1%	2%	2.5%
Gen 3										1%	2%
Title Achievement				\$1,000	\$2,000	\$3,000	\$5,000	\$7,500	\$10,000	\$15,000	\$25,000
Wellness							\$400	\$600	\$800	\$1,000	\$1,200
Luxury Car								\$800	\$1,000	\$1,200	\$1,200

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## Glossary

### Volume Types

#### **Personal Qualification Volume (PV-Q)**

Qualifying volume from Client orders; matches retail price. Personal commission will be paid on a monthly basis to all Stylists with a PV-Q greater than zero. PV-Q is calculated after all discounts have been applied to the order and does not include taxes or shipping cost.

#### **Personal Commissionable Volume (PV-C)**

Commissionable volume earned from Client orders; a percentage of retail price. Full-price J.Hilburn products to be paid out at 100% commissionable volume. Third-party brands and any J.Hilburn sale items to be paid at 50% commissionable volume.

#### **Team Volume (TV)**

Your personal PV-Q plus your Team PV-Q from Levels 1 through 3.

#### **Downline Volume (DV)**

Your personal PV-Q plus your entire Downline PV-Q (includes your Team Volume and volume from your Generations).

#### **Maximum Leg Contribution**

For Team Volume and Downline Volume, up to 50% of the minimum volume required per Paid-As Title may be contributed by any single Leg. At the NEP title, up to 40% may be contributed by any single Leg. There is no restriction on PV-Q for the DV qualification and TV qualification. Thus, 100% of a Stylist's PV-Q is eligible to contribute to DV and TV qualification.

#### **Trailing Three Month Volume (TTM)**

PV-Q from the current month plus the two previous months.

### Organizational Definitions

#### **Enrolled Stylist**

Any individual Stylist who is current with their annual renewal fee requirement.

#### **Active Stylist**

Any Enrolled Stylist meeting one or both of the following for Career Plan Qualifications and Bonuses:  
\$500+ Monthly PV-Q  
\$1,000+ TTM

#### **Fast Start Period**

The month a New Stylist joins plus the first 3 full months.

#### **Onboarding Period**

The month a New Stylist joins plus the first 6 full months.

#### **Career Title**

Highest title achieved by a Stylist. Stylist Career Titles are updated when a commission period is closed.

#### **Paid-As Title**

A Stylist's Paid-As Title, or Bonus Title, is recalculated each commission period. It is the title used to determine qualifications for commissions and can fluctuate throughout the month based on qualifications.

#### **Leg**

Every Stylist that is on a Stylist's Level 1 (direct) creates a leg. For example, a Stylist with eight Level 1 Stylists has eight Legs in their organization.

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## **Active Leg**

A Leg with an Active Stylist at any level within the Leg is an Active Leg. Only Active Legs count toward Career Plan qualifications.

## **Generation**

A Generation begins with a Career Title Managing Partner or higher, and includes all the Stylists in their downline, down to but excluding the next Career Title Managing Partner or higher.

## **Generation 0**

Generation 0 includes each Stylist in a downline, down to but excluding the first Career Title Managing Partner or higher and their downline. A first Career Title Managing Partner or higher creates a new Generation (Generation 1). Your current Career Title is equivalent to your highest Paid-As rank achieved in the trailing 12-month period.

## **Bonus Qualifications**

### **Team Commission Bonus**

The Team Commission Bonus is paid on your Team's total Personal Commissionable Volume for Levels 1 – 3.

### **Title Achievement Bonus**

Stylists are eligible for a Title Achievement Bonus (one time only per Career Title). Title Achievement Bonuses are paid for each Career Title at Associate Partner and higher. To receive any Title Achievement Bonus, a Stylist must have promoted to that Career Title for the very first time, and they must maintain the equivalent Paid-As Title for 3 consecutive months in order to earn. If the Paid-As Title is maintained for 3 consecutive months, the Title Achievement Bonus will be paid in the following months. The 3 consecutive months can occur at any time.

### **Wellness Bonus**

The Wellness Bonus payout is monthly and is based on the Paid-As Title.

### **Luxury Car Leader Bonus**

To receive the Luxury Car Leader Bonus, the Stylist must hold a Career Title and a Paid-As Title of Senior Managing Partner or higher. The Luxury Car Leader Bonus is paid out according to the Paid-As Title. A Stylist must achieve the Career Title and matching Paid-As Title for 3 consecutive months in order to qualify for this Bonus. Additionally, the Stylist must submit Luxury Car Leader Program paperwork and vehicle documentation to the Company in order to receive the Bonus. Vehicles that are up to 2 years old from the current year will be compliant with the program guidelines.

### **Generation 0 Bonus**

To receive the Generation 0 Bonus, the Stylist must have a Career Title and Paid-As Title of Managing Partner or higher. The Generation 0 Bonus is paid on the Stylist's entire downline organization up to the next Career Title Managing Partner or higher.

### **Generation 1 Bonus**

To receive the Generation 1 Bonus, the Stylist must have a Career Title and Paid-As Title of Senior Managing Partner or higher.

### **Generation 2 Bonus**

To receive the Generation 2 Bonus, the Stylist must have a Career Title and Paid-As Title of Executive Partner or higher.

### **Generation 3 Bonus**

To receive the Generation 3 Bonus, the Stylist must have a Career Title and Paid-As Title of Senior Executive Partner or higher.

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## **Policies & Procedures**

### **Resignation**

Stylists may resign from the business upon specific request at any time by providing written notice to the Company. A Stylist is deemed to have voluntarily resigned by failing to complete the requirements for maintaining Enrolled Stylist status. Here, the Stylist has a 60-day grace period to regain Enrolled Stylist status by meeting both annual renewal fee and continuing education requirements.

### **Termination**

A Stylist may be canceled upon termination of the Stylist Agreement. The Company (J.Hilburn Inc.) reserves the right to terminate the Stylist Agreement at any time by providing written notice. No promises or assurances are made to the Stylist that the relationship with J.Hilburn will continue for any particular or specified period or term.

### **Career Title Reset**

All Stylists must be Paid-As their Career Title at least once within the trailing 12-month period to maintain their Career Title. If a Stylist is not Paid-As their Career Title during this time, then their Career Title will reset to match their highest Paid-As Title in the last 12 months. Career Title Reset is used for recognition purposes only.

### **Commission Payout Frequency**

Commissions are calculated according to calendar months and paid out on a monthly basis. Commissions for a given month are direct deposited by the 15<sup>th</sup> day of the following month.

### **Order Submission Deadline**

All orders must be submitted by 11:59 PM ET on the final day of the given month to be included in that month's commissions calculations.



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