

Simply Smart™ "C" Store Staffing

Account Information

**To set up an Assessment Account for your organization,
please complete the following.**

Company: _____

Your Name: _____

Phone: _____

Your email: _____

The following are authorized to request assessments.

Name	Phone
_____	_____
_____	_____
_____	_____

ASSESSMENT PROCESS:

When a candidate or employee is to be assessed, email the instructions to the individual. Once he or she registers and completes the assessments, if two were requested, the Step One Survey II will be scored first. In the event the results are questionable the Benchmark Report will not be scored until the client reviews and authorizes it. This will avoid charges for Benchmarking if the candidate is rejected based on the Step One Survey II results and a follow-up interview.

Once the assessment is scored the reports will be emailed to the individual listed on the notification, which we receive from the client. The credit card provided will be charged and a receipt will be included in the email back to the individual who set up the assessment.

SPECIAL INSTRUCTIONS:

If reports are to be emailed to anyone other than the requesting Manager, please inform and explain.

EMAIL REPORTS TO:

Name: _____

Email: _____

Phone: _____

Andalusia Distributing Company will bill you. If not, complete the information below.

PAYMENT INFORMATION – as shown on card's billing address

Credit Card #: _____

Expiration Date: _____

Name on the card: _____

Address: _____

Outlaw Group, Inc
900 Johnnie Dodds Blvd. Suite 115 Mt. Pleasant, SC 29464
843.884.9361
www.outlawgroup.com www.tomorrowcareer.com

Phone #: _____ **Email:** _____

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INVOICE:

When the Reports are returned, a record of charges will be attached so it can be forwarded to the correct person for handling.

ASSESSMENT FEES:

Following are the special rates for Andalusia Distributing Customers that represents a reduction from retail. The Benchmarking includes a Placement Report, a Coaching Report, and an email clarification of questions, if needed.

STEP ONE SURVEY II	\$35.00
BENCHMARKING ATTRIBUTES USING CUSTOMER SERVICE PROFILE	\$125.00