



Promotional Assistant Information Sheet (page 1)

(This page is the same "orientation" page found on our website. It's duplicated here for your convenience. Pages 2-6 contain EVERYTHING you need to know about working with i2Gallery.)

I used to believe the BEST way to make money was to write a Hit Song.

Imagine working for a brief time writing a song - maybe a couple of weeks. Then having many people help you spread the word about your song. You make a few singing appearances. It becomes a hit before you know it! It's fun! Exciting!

But, the BEST part is when you just sit back and collect monthly royalty checks for years to come, making money whenever someone buys your song! You make TONS of money by making a small percentage on each sale - but there are LOTS of sales.

It's nearly perfect !! You make money 24/7, even while on vacation !!

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But, let's face it, we're never going to write a hit song! So, what can the average person do to make money in this way? You can do some work for i2Gallery.

We've structured our business to provide you an opportunity very much like the scenario above. With i2Gallery you can work, part-time, for a couple of weeks or so, and you'll make money from that work for years to come. We've never seen another company structured like this...

What's i2Gallery all about?

i2Gallery sells pictures.

We need you to spread the word about us.

Your help will ultimately have a tremendous impact on our company sales.

Our software tracks the actual impact your work has on our sales.

Since your efforts will be directly responsible for many of our sales, We'll pay you 5% of each purchase made because of your efforts over the course of two years!

This could quickly become thousands of purchases, and a ton of money for you!

We know you're busy - that you have a life, and responsibilities, and very little time.

We know you want to make extra money - enough to make a real difference in your life - by investing a bit of your precious time.

If you're not looking to get rich, but you want to enrich your life ...

Promotional Assistant (PA) Job Description:

i2Gallery sells pictures, manages the paperwork, collects the payments, fulfills the orders, delivers the pictures, and deals with customer questions and problems - *you won't do any of these things ...*

Your job, as a Promotional Assistant, is to simply tell people about i2Gallery. Tell them about our website. Tell them they can buy pictures. Tell them they can make money if they wish. If someone wants to make money with us, then you take some time to help them succeed. That's it !



Promotional Assistant Information Sheet (page 2)

Frequently Asked Questions:

1. **Exactly what does a Promotional Assistant do?** As a Promotional Assistant, you are an Independent Contractor who tells people about i2Gallery. You will promote our company. Working when you want, where you want, and how you want, just spread the word for a week or so. Then you can be done if you want. You'll make money for every paid sale that comes from this work for two years. It's really that simple.

We provide tools to help you promote i2Gallery – like this information sheet, or the referral cards you can print out, or our website. You don't need to "sell" people on our idea – just hand out these Information Sheets, or the referral cards, and tell them it's a very interesting concept with great potential. Encourage them to visit our website for more information. Or, if you wish, you can personally walk people through our website and tell them about our company, and be right there to answer their questions. It's up to you.

In short, by simply getting the word out, some people will buy pictures and some people will want to make money as Promotional Assistants – just like you. That's when you really begin to make money!

When someone you've contacted decides to become a Promotional Assistant, you should help get them "off the ground". The more successful they become, the more successful you'll become. When they make money, you'll make money.

They become part of your workgroup. So encourage them and take care of them. It should only take a day or so of your spare time to get each Promotional Assistant well on their way to a great income.

Finally, once every couple of months, we would like to see you either buy a picture for yourself, or buy one to give as a gift, or sell one to someone who likes beautiful art on their walls at home or work.

2. **Does it cost anything to become a Promotional Assistant?** We provide the tools you need to easily manage your business. Because our system and software is so easy & efficient, it's really just a matter of watching your business grow, and watching your earnings accrue until the next payday! We're constantly improving our system and software, and that costs us money. So, yes we do have a small fee for the use of our software on our website. Normally we charge \$60 per year for our Promotional Assistants to use our software. But, for people who are registering for the first time, we have cut the first year into two payments - AND, the first six months is half price - only \$15.

Therefore, you can become a Promotional Assistant for only \$15. You can begin making money right now for less than a couple of movie tickets. Then six months from now, after you have made money,



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Frequently Asked Questions (continued):

you may decide you want to continue your association with i2Gallery. If so, then you'll pay the final \$30 covering the remaining six months of your first year. Finally, after you've hopefully made a considerable amount of money, you'll probably decide to continue for the second year with us. At that point you'll pay \$60 to cover the entire second year.

It's important to understand: there are no big commitments for you to make. You'll pay \$15 to start, then pay another \$30 in six months ONLY if you want to continue working with us. Six months after that, you'll pay \$60 (which covers the entire 2nd year of service) ONLY if you want to continue working with us. It's always up to you. But, if you're making money, then you'll probably want to continue!

3. **Are there any other costs or fees to be a Promotional Assistant? Will you withhold any money from my earnings?** No, there are no other costs or fees required to be a PA, other than what was outlined in the previous question above. We do hope that once every couple of months you buy one of our photos for yourself or give as a gift – but at that point you should be making good money anyway. (And, it's good to have some of our photos to show others how nice they are.)

Further, we will normally NOT withhold any money from your earnings. (there is one exception: if you tell us to pay you with an actual paper check – instead of paying you via PayPal – then we do take a \$12 processing fee for producing & mailing each check to you. If you use PayPal to receive your payments, then there is NO fee withheld from any of your checks.) PayPal accounts are free, and can be quickly created at www.paypal.com following their instructions.

Remember this: Following our instructions, if for some reason things don't work out for you, the most money you can lose is \$15. However, the most money you can possibly make is HUGE ! It's an easy decision for many people...

4. **How do I make money?** The secret is in your Referral ID. The Referral ID is simply your Login ID – the name you've chosen to use when Logging in to our website. Every piece of paper you hand out should have your Referral ID on it. Then, when someone you have contacted decides to register as either a Customer or a Promotional Assistant, they will enter your Referral ID upon registration. At that point they are permanently linked to you. Any activity *they* do, like photo sales or new Promotional Assistant registrations, can be tracked back to you. The Referral ID allows for a very powerful concept to develop: you can have many people working for you, in a **workgroup**, because of our Referral ID tracking system. Having people work for you – duplicating your efforts - is the *best* way to make *real* money.



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Frequently Asked Questions (continued):

The structure of our Workgroups is similar to some multi-level marketing systems. But, this is the **only** way that we are similar to multi-level marketing! We simply needed a structure in which to track and pay everyone equally and efficiently, and we needed terminology that many people understand, so we borrowed it from that industry! (To be clear, i2Gallery is **NOT** multi-level marketing. With i2Gallery, you don't buy, store, or distribute inventories. You don't take money from anyone, nor do you process orders. There are no meetings, parties, or conventions. There are no training seminars, or sales tools, or DVDs to buy. There's not a lot of hoopla, and we certainly don't want this opportunity to take over and become your entire life! And, there are no large startup costs – just the \$15 software cost.)

While promoting i2Gallery, you'll encounter people who want to make money as Promotional Assistants like you. Using your Referral ID, they will register themselves "under" you on your Level 1 (to borrow an MLM term). Your Level 1 PAs will also encounter new Promotional Assistants who register under them – which puts them on your Level 2. And so it goes, on down the line! Your workgroup can grow to be up to 6 Levels down, and could easily have thousands of people in it. You'll make 5% on all sales in your workgroup on levels 2 through 6. It's simple and clean! And, you'll continue making that money for two years (more on that in Question #7 below).

5. **How much money can I make?** Since your monthly income is based upon 5% of all sales in your workgroup, we can't say exactly how much money you'll make. It could be anywhere from a few dollars to a several thousand dollars each month. There is nothing stopping you from making hundreds to thousands of dollars a month. And, there is no limit to how much you can make.

The amount you earn is not so much dependant upon how much work you do, but is related ***much more*** to your ***attitude***. The key to making more money with i2Gallery is to grow your workgroup – and you do that by ***helping others***. It's not that you personally need to go out and find lots of new Promotional Assistants – in fact, you ***shouldn't*** spend your valuable time doing that. You can be extremely successful finding only 4-6 Promotional Assistants – maybe even just people you already know.

The really important thing is to help *your* 4-6 Promotional Assistants (on Level 1 below you) to actively promote i2Gallery, like you did, and encourage them to ultimately find 4-6 new Promotional Assistants themselves while they're out promoting us (see the PA Orientation guide). With that positive & helpful attitude every Promotional Assistant in your workgroup will have the same goal of helping others to succeed. You'll enjoy watching your workgroup grow. **Great success will come to you by spending a little time helping a handful of people to build the first level of their workgroup.** With this attitude, the money will soon follow!

6. **How often do I get paid? How do I get paid?** We pay our Promotional Assistants once a month – on the last day of the month. You can login to your account anytime to see how much money you have accumulated, and when that money will be paid out to you.



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Frequently Asked Questions (continued):

We pay you using PayPal's Mass Pay process. We strongly encourage you to have a PayPal account – it is free and easy to setup. You enter your PayPal account email address into your i2Gallery Account so we can automatically send payments to you. You can then transfer money from PayPal into your bank account.

7. **What is the "Two Year Contract"**. When you register as a Promotional Assistant, your account will have a two year active term. So, anytime during those two years you can register new Promotional Assistants under your account, using your Referral ID. This is how you grow your workgroup. After those two years, your account will not allow any new Promotional Assistants to register directly under you. You can, however, register yourself as a new Promotional Assistant under someone else, and get another two year term under that new account! In this way our workgroup structure is constantly turning itself over. Eventually, everyone "at the top" will ultimately have to re-register at or near "the bottom" under someone else who is new. The entire downline structure of i2Gallery turns completely over every four years! We want *everyone* to ultimately have an equal opportunity to make money!

One more very important point: during your two year term, you will be paid for all sales activity from Promotional Assistants who register directly below you (on level 1) for two years from the date that *they* register. So, consider this: during the first weeks after you register (when your two years begin), you find six new Promotional Assistants (PAs) who register under you. Your workgroup grows, and you make good money for 23 more months. Then, during your 24th month, you find six more, new, Promotional Assistants who register under you on level 1. Your workgroup will now grow again from the efforts of these new people. Now, even though your account will go "In Active" at the end of that month (and you can then no longer register new PAs under it), you will continue to make money from your workgroup that is now being grown by these new people - for two more years. Simply put: you can make money from your account for up to four years from the date you register as a Promotional Assistant.

8. **Am I an employee of i2Gallery?** No. You promote i2Gallery when you want, where you want, how you want, and how often you want. You can "spread-the-word" for a week and then sit back and watch what happens for the next two years if you wish! Or promote us for 2-3 days a month, or work 2-3 evenings every week, or give referral cards to everyone you meet. It's all up to you, and you can find success with any amount of time you work! *Remember, it's really about your attitude – not so much about how much time you put in, or how many PAs are directly under you.*

There are no "protected territories". The entire USA and Canada are wide open to you. (we have plans to make i2Gallery worldwide – all the better for you!)



Promotional Assistant Information Sheet (page 6)

Frequently Asked Questions (continued):

You are an Independent Contractor working on a two year contract promoting i2Gallery. Our only requirement is that you do so honorably and honestly – according to our Independent Contractor Work Agreement. Be sure to click on the “Work Contract” link in your Account Summary page. You need to agree to it and abide by it to work with us. If you have any questions, just ask. You are responsible for paying all Federal, State, & Local taxes on money you make from i2Gallery.

9. **How much are the pictures?** Our professionally taken photos have retail prices from \$14.95 for a 5” x 7”, up to \$54.95 for 16” x 20” photos. We frequently have 20%, 25%, or 30% sales – at least once a month - so people rarely pay the retail price!

Since we’re talking about discounts, when you register your account with i2Gallery, you will get a 40% discount on your first order (made within 30 days of your registration). This is not just 40% off your first picture – it’s 40% off your entire first picture order.

10. **What’s the minimum age to be a Promotional Assistant?** You must be at least 16 years old. Parental consent is required for anyone under 18.

11. **How quickly can I start?** Immediately. You can register as a Promotional Assistant in the next 10-15 minutes, and you can have money already accrued in your i2Gallery account in a few hours – if you want. Just spread the word!

12. **I want to become a Promotional Assistant. What do I do now – step by step?** Excellent! Just follow these steps (it may seem like a lot, but they go very fast):

- A. Go to www.i2Gallery.com and click on “Account” in the top menu.
- B. On the Login screen, click the “**Click Here**” button to create a new account.
- C. On the “New Account Registration Form” enter the Referral ID of the person who told you about i2Gallery. If you don’t know it, or don’t have one, just leave it blank.
- D. Enter a Login ID. You get to pick what you want it to be. It should not be offensive – remember, you’ll be giving this Login ID out to other people as your Referral ID. It needs to be unique. If someone else already is using the Login ID you entered, after submitting the page, you’ll be prompted to enter a new/different login ID.

(continued...)



Promotional Assistant Information Sheet (page 7) **Frequently Asked Questions** (continued):

I want to become a Promotional Assistant. What do I do now – step by step? (continued)

- E. Type a password. Type it again in the confirmation field.
- F. Fill in the rest of the fields. **Ensure your email address is typed correctly!**
- G. Click "Create Account Now" button. (if your Login ID is already taken, this page will redisplay, prompting you to chose a new/different Login ID)
- H. You'll see a "Thank you for registering" page. Click the button on that page to go to Login.
- I. Login to your account using the Login and Password you just selected.
- J. Now your Account Summary page is displayed.
- K. You'll see a section that says: "Make money with i2Gallery – Register to be a Promotional Assistant"
- L. In that section, click on the link to become a Promotional Assistant.
- M. Click on "View Cart" on the Main top menu.
- N. Click "Checkout Now" at the bottom of page.
- O. You'll be sent to a PayPal payment page. You can pay with a credit card, or you can setup a PayPal account if you do not already have one. (please ignore any addresses you see on PayPal. We only work with your address that you type into our system.)
- P. You are now ready to begin making money! This whole process only takes a few minutes.

Additional things you should do – after logging in to your Account Summary page:

- Printout a set of "Referral Cards". They should have your name, phone number, email address, and your Referral ID (Login ID) on them. Hand these out to people.
- Printout a copy of this document by clicking on "PA Info Sheet"
- Printout a copy of the "PA Orientation". It has helpful tips and information.
- Visit our Forum by clicking "Forum" on Main Menu. If you have any questions, the answers may already be there. If you register with the Forum (free), you can post your questions for others to answer, and you can post answers for the questions asked by others!

Ultimately, Great Success Can Be Yours By Doing 3 Simple Things:

- Promote i2Gallery until you have 6 Promotional Assistants registered under you.
- Help each of them promote until they have 6 under them. Encourage them to help others.
- Every couple of months sell a picture – or buy one for yourself, or buy one as a gift.

It's so simple.

It's so powerful.

What do you have to lose?