

## **REQUIREMENTS TO BE CONSIDERED FOR A CONTRACTOR'S POSITION**

Thank you for your interest the possibility of being considered for the position as an Independent Contractor with Mid America Distributors, Inc. doing business as Fireworks Supermarket.

An Independent Contractor is one who:

- Works** for him(her)self;
- Contracts** for responsibility for a limited period of time and as specified in the contract agreement;
- Provides management skills** to accomplish stated and agreed upon goals;
- Supplies sufficient laborers** to meet all needs during the contract period;
- Is willing to accept suggestions and guidelines** which will enhance the productivity, sales and other accomplishments of him(her)self and his(her) staff; and
- Receives payment** at the conclusion of the contract fulfillment

In order to be considered for a position as an Independent Contractor with Mid America Distributors, Inc. as an operator of a fireworks stand one must have and/or be willing to do the following:

**Read** and thoroughly familiarize yourself with the Contractors Manual, which will be loaned to you by Mid America Dist. This book is loaned and must be returned to the company at settlement time.

**You must attend an orientation session, by appointment and at a convenient time, lasting about three hours during which you will be loaned the Contractor's Manual and instructed in how to open, manage and operate a fireworks stand.**

**You (and as many of your personnel as you may wish to bring) must also attend three other meetings.**

THE FIRST will be a demonstration for new contractors covering tent decoration, counter construction, stringing lights, sign erection, and stand operation! Scheduled the first week in June at our office in Lavergne.

THE SECOND will be held at the Harpeth Hills church on Old Hickory Blvd. also the first week in June. It consists of an orientation session for returning and new contractors covering procedures, sales, advertising, and general operations.

THE THIRD will follow the the second meeting when we will have refreshments and at dark shoot most of the fireworks products you will be selling so you can see how they look and be able to describe their action and performance to your customers.

## **SOME SKILLS AND EQUIPMENT YOU WILL NEED**

**Transportation:** Have the use of a truck or trailer (min. 4'x8') in which the fireworks may be hauled **FROM OUR WAREHOUSE TO YOUR LOCATION** in a weather-protected manner. The vehicle may be yours, borrowed, or rented. It will be needed at a minimum to pick up your starting fireworks order and to return the unsold products.

**Construction:** Be able to erect plywood counters (furnished by us) in the tent with hammer and nails (or screws and screwdriver) according to the diagram and instructions furnished.

**Electrical:** Be able to string strands of wire around the inside of the tent, place screw-on sockets, install bulbs, and connect wiring to electric service (may required installing a male plug).

**Decorations:** String pennants around outside of tent using the guy ropes of the tent for support. Attach bunting to outside edge of the counters. Arrange fireworks products on counters in an attractive manner. Place fireworks Product Description Cards on the counter in front of respective product. Arrange furnished signs inside of tent.

### **Personnel to be furnished by you:**

(1) **Guarantee the presence of at least one adult (18 yrs of age or older) in the tent at all times (24 hours a day) when fireworks are in the tent to insure the protection of the fireworks products. This means someone must sleep (camp) in the tent after closing hours and before opening hours. The only alternative to this requirement is the labor intensive effort of carefully boxing (after closing hours) and transporting the product to a safe and locked storage, then returning the product to the tent the next morning and arranging the product on the counter ready for sale.**

(2) Employ and train (at your time and possible expense) sufficient personnel to handle the volume of sales at your location as sales increase between June 20 and July 2. This can mean having 2 people working from opening June 20 to June 29, then 2-3 people working between June 29 and July 2, and possibly 6-8+ working on July 3 and 4; and 2-3 selling on July 5<sup>th</sup> **when you sell at a steep discount to reduce inventory.** You, as the contractor, always count as one of the personnel needed.

**Qualifying Meeting:** You will meet with one of the officials of Mid America Dist. Inc. prior to accepting the contract to discuss with you the obligations of contracting, answer any questions you may have and to determine the feasibility of your contracting. .

**Finances:** We do not ask you to put up any of your personal funds for operations of the sale location. You will be responsible for the payment of those you may employ and for your personal expenses including transportation, food and other personal expenses. It is the

contractor's responsibility to handle or closely oversee all funds collected from sales of fireworks. As Contractor you are to:

**(1) Sell the merchandise furnished by Mid America using the price list furnished to you and collect the required state and local Sales Tax.**

(2) Have on hand sufficient funds to make change as you begin to sell. Usually \$30 in coins and \$20 in ones will be ample. You may pay yourself back from the sales receipts when sales adequate to allow this have been made.

(3) Open a bank account in your name, or the name of your stand or Contractor's business name (not in Mid America's name), at a convenient bank using the first deposit from sales to open the account. You must keep all deposit receipts and be prepared to turn them in at the end of the sale period. You must also obtain from the bank at the end of the selling season a printout of the deposits made and be prepared to turn it in when you settle with us.

(4) Keep all sales funds in a safe place in the tent (where customers will not be tempted to pick up any funds) or in the trunk of your car where they can be locked up for safety. As soon as sufficient funds have been collected from sales they should be deposited in the bank account (this means at least daily June 26-July 2 and possibly several times a day July 3. When banks are closed on July 4th a night deposit bag previously obtained from the bank should be used.)

**(5) Make an appointment to bring to the Mid America offices in Lavergne, TN your records and deposits slips along with two checks from your checking account you have opened to make the settlement with Mid America. The method for doing this will be explained at the orientation meeting.**

**Responsibility for equipment and supplies loaned to you.** (1) The company furnishes the location site, the rented tent (erected by the tent company), and all required license and permits. (2) The company also furnishes equipment such as calculators, plywood counters and legs, and supplies such as bunting, pennants, paper sacks, light bulbs, etc. The contractor is responsible for the safe use and return of any non-consumed supplies.

**Advertising around your stand.** The contractor is responsible for erecting furnished signs to the extent allowed by law at your location. The signs are a proven aid in getting people to visit your stand and the more people who do that, the more people you have who will buy from you. The company also may furnish some advertising of various types (billboards, newspaper, radio, TV) for some stands to various degrees and amounts to assist you in attracting customers.

As you may observe by these requirements, Mid America Distributors has a very efficient and effective operation which, should you become one of the company's Independent Contractors, will support, train, encourage and guide you in proven ways to help you earn the greatest amount from your labors. We have been in this business for many years and have proudly assisted many

people to supplement their income, pay for dwellings, take great vacations, earn school expenses, and even become owners of their own businesses.

Mid America Distributors, Inc. has a web site at <http://tnfireworkssupermarket.com/> that shows our facilities in Laverne, tells you more about the company, lets you review the current fireworks products we sell, and offers specialized information for our contractors (with a password). You are invited to visit this web site anytime.

**If you still have questions about becoming an Independent Contractor please give one of us a call. Thank you for reading our material.**

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