

Home Party Registry

Application Plugin User Manual

Version 1.0

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Index

1. About Home Party Registry
2. Become an Affiliate
3. Affiliate Dashboard
4. Configuring the Plugin
5. Javascript Variables
6. Identifying Your Domains
7. Tax Information
8. Payment Preferences
9. Terms & Conditions

1. About Home Party Registry

Home Party Registry is a comprehensive directory of individuals who participate in the **multi-billion** dollar a year industry of party plan based direct sales. Home Party Registry subscribers utilize the service to gain more exposure for their business through our online consultant locator tools.

Individuals across the United States utilize our on-line search tools to find local representatives to book a party, read feedback about party experiences and research the home party plans that are available to them.

Our database of subscribers has grown to over 1000 members in less than a year and subscription numbers are not showing any signs of slowing. In an effort to provide even more value for our members, we are making our database available to 3rd party website owners through our new Application Plugin.

2. Become an Affiliate

Becoming a Home Party Registry Affiliate is simple and FREE. To join visit:

<http://homepartyregistry.com/signup.asp>

The program is designed for website owners and internet entrepreneurs looking to add feature rich content to their website with just a few lines of Javascript. On top of the access to the data, our affiliate program will pay for every new subscriber gained from an affiliate link. Currently, the commission for each sale is over 25% of the subscription price!

Subscription Package	Subscriber Cost	Affiliate Commission
Regional Subscription	\$39.95	\$10.00
Extended Regional Subscription	\$59.95	\$15.00
Nationwide Subscription	\$79.95	\$20.00

3. Affiliate Dashboard

Home Party Registry provides a suite of tools for affiliates to monitor and manage their account. The Affiliate Dashboard can be found at:

<http://affiliate.homepartyregistry.com>

The screenshot shows the Affiliate Dashboard interface. It has a header 'Affiliate Dashboard' and two main sections: 'Main Navigation' and 'Quick View'. The 'Main Navigation' section contains links for Home, Affiliate Detail, Configure Plugin, Payment Preferences, Tax Info, My Domains, and Transaction Report. The 'Quick View' section is divided into 'This Month' and 'Last Month' data. The 'This Month' data shows 10 Plugin Searches, 4 Click-Thru, and a Commission of \$10.00. The 'Last Month' data shows 299 Plugin Searches, 11 Click-Thru, and a Commission of \$20.00.

This Month	
Plugin Searches	10
Click-Thru	4
Commission	* \$10.00

Last Month	
Plugin Searches	299
Click-Thru	11
Commission	* \$20.00

The affiliate will use the e-mail address and password identified during sign-up to log in to their account. This is the side Navigation after logging in to the dashboard.

Home – This area will be updated with affiliate news and other information from time to time.

Affiliate Detail – The form is used to maintain affiliate details such as Name, Address, Email and Password.

Configure Plugin – The area to edit the look and feel of the plugin to match your website. See section 4 for more detail.

Payment Preferences – Currently we allow payment by either Check or Deposit to your PayPal account. For more detail about payments see section 8

Tax Info – Detail on how to submit your tax information

My Domains – You must enter the domain names of the websites which will be accessing the plugin.

Your plugin will not work unless this section is completed!

Transaction Report – Page to research your commission and payment dates and their amounts.

The Quick View pane provides information about how your Application Plugin is performing.

Plugin Searches – The amount of times a search has been made from your website Plugin. Click the number view the detail of the searches.

Click-Thru – The Application Plugin contains encoded links back to Home Party Registry with your specific affiliate ID information attached. Anytime a visitor follows one of these links to our website, it is logged and displayed here. Click the number to see the details of the visit and whether it resulted in a subscription purchase.

Your affiliate information is stored on the visitors browser as a cookie. This cookie does not automatically expire so it is possible that a "click" on one date could result in a sale many days/months later. Be aware, this cookie can be over-written if the visitor clicks on an affiliate link from another website utilizing our plugin. Only the affiliate ID stored on the visitors browser at the time of purchase is eligible for the commission.

Commission – This is a calculated number based on subscription sales that originated from your encoded link. Per our Terms and Conditions, this amount is subject to transaction verification and may be changed due to subscription cancellations and/or credit card charge-backs.

4. Configure Plugin

The Application Plugin can be configured to match the look and feel of your website. Home Party Registry provides predefined styles to set the look or you can edit the styles individually.

An important setting is the IFRAME width and height. The Application Plugin is added to your website as an inline frame. This frame can be sized to fit your layout as needed. Please note however if the IFRAME size is set too small the Application Plugin will be forced to scroll to fit. In testing we've found 600 x 1100 is optimal when using a 12px font size. This prevents vertical and horizontal scrolling on the search and search results pages. The consultant bio page may still scroll vertically if the subscriber uses the entire space allotted for their bio. We suggest trying different sizes to find one that best suits your layout and design taste.

Once you are satisfied with the configuration, click the "Generate Script" button to update the text area. Then simply copy and paste the source into your website.

The screenshot shows a 'Configure Plug-in' window with the following settings:

- Predefined Style:** A dropdown menu.
- Font:** Font Face is 'Arial' (with examples: Arial, Times, Courier); Font Size is '12' px.
- Colors:** Text Color is '#000000' (black); Link Color is '#287aa9' (blue); Background is '#ffffff' (white); Search Block is '#b0c4de' (light blue); Search Border is '#ffffff' (white); Alternate Row is '#efefef' (light gray).
- IFRAME size:** Width is '600' px; Height is '1100' px.

Buttons: 'Preview Plugin' and 'Generate Script'.

Generated Script Code:

```
<script type="text/javascript" language="JavaScript1.1">
<!--
hpr_client = "508000";
hpr_width = "600";
hpr_height = "1100";
hpr_style = "sand";
hpr_color_bg = "";
hpr_color_link = "#cc9933";
hpr_color_text = "#000000";
hpr_color_altrow = "";
hpr_color_search_border = "#336699";
hpr_font = "Arial";
hpr font size = "12px";
```

5. Javascript Variables

Advanced users can edit the configuration parameters directly if they choose. This is not recommended for novice HTML users. The "Configure Plugin" tool performs the same functions as hand writing the code.

Notes:

- Each variable should be surrounded by double quotes.
- Color identifiers can be a hex representation [#FFFFFF] or a named color [red].
- The `hpr_client` parameter must be supplied when calling the Application Plugin. This validates the page call and also sets the click-thru links with your ID. You can find your specific affiliate ID in the code provided on the Configure Plugin page.
- If no other parameters are specified before calling the Plugin, the default style of "sky" will be applied

The following is the detail on the Javascript variables.

`hpr_client` - A numeric string representing your specific affiliate ID

`hpr_width` - Width in pixels of the Application Plugin container

`hpr_height` - Height in pixels of the Application Plugin container

`hpr_color_bg` - Color identifier for the Plugin background.

`hpr_style` - May be used to set the style of the Plugin without the need to set each color parameter individually. When `hpr_style` is used, all other color parameters (except for `hpr_color_bg`) are ignored.

Valid `hpr_style` values:

Mint
Monochrome
Pinks
Sand
Shamrock
Sky
Violet

`hpr_color_link` - Color identifier for text links.

`hpr_color_text` - Color identifier for plain text.

`hpr_color_altrow` - Color identifier for every other row in a result set. This color is set as the background color for that row.

`Hpr_color_search` - Color identifier for the search block that contains the zip code and company inputs.

`hpr_color_search_border` = Color identifier for the border around the search block

`hpr_font` - Font name for your text

`hpr_font_size` - Size and size identifier for the text. Size is a numeric value followed by the identifier [px, pt, em, ex]

After identifying all the variables, the script to actually draw the Application plugin to your page is called with a line of code as follows:

```
<script type="text/javascript"  
src="http://plugin.homepartyregistry.com/plugin.js"> </script>
```

6. Identifying Your Domains

Before your Application Plugin will work on your website, you must first identify the website on the "My Domains" page of the Affiliate Dashboard.

When called, the Application Plugin will automatically examine the website address that is calling and verify that is among the identified list of websites authorized to use your Affiliate ID. This ensures no other people can use your ID and it also helps Home Party Registry track the websites that are utilizing the Plugin. As per the Terms and Conditions, Home Party Registry forbids the use of the Application Plugin on websites that:

The screenshot shows two main sections. The top section, titled "My Websites", contains a table with two rows. The first row lists "http://consultantsearchengine.com" with a "Remove" link. The second row lists "http://homepartyregistry.com" with a "Remove" link. The bottom section, titled "Add Website", features a text input field with the placeholder text "example: mywebsite.com" and a "Save Changes!" button below it.

- display nudity, pornography, and sexual material of a lewd, lecherous or obscene nature and intent or that violates local, state and national laws.
- display or promotes any material that is threatening, abusive, harassing, defamatory, invasive of privacy or publicity rights, vulgar, obscene, profane, indecent, or otherwise objectionable.
- promote, encourages, or provides instructional information about illegal activities--- specifically hacking or cracking.
- promote any software information, or other material that contains instructions on how to spread a virus, "Trojan Horse", "worm" corrupted data, or any other harmful or damaging component.
- promote hate propaganda or hate mongering, swearing, or fraudulent material or activity.
- promotes race discrimination statements, religion discrimination statements, nationality discrimination statements, sexual orientation discrimination statements, or similar content.

7. Tax Information

U.S. tax law requires that Home Party Registry collect tax-related information from all website affiliates. **Affiliate payment cannot be released** until we have a copy of IRS W-9 on file. A copy of IRS W-9 can be found at:

<http://www.irs.gov/pub/irs-pdf/fw9.pdf>

This form can be e-mailed to us at: tax@homepartyregistry.com, or mailed to us at the following address:

Home Party Registry c/o
ViewSource Technologies Inc.
P.O. Box 448
Monson, MA 01057

You may utilize the Home Party Registry Application Plugin without a W-9 on file, but be aware - Payment cannot be released to you until this information has been submitted to Home Party Registry.

8. Payment Preferences

The default method of payment by Home Party Registry is check by mail. With this option, a check will be sent to the address we have on file for you. If you choose, you may change this option to Paypal on the "Payment Preferences" page of the Affiliate Dashboard.

9. Terms & Conditions

This Affiliate Service Agreement (the "Agreement") is made by and between ViewSource Technologies Inc. dba Home Party Registry ("Home Party Registry"), a Massachusetts corporation, and you, as an Affiliate user of the service ("You").

HomePartyRegistry.com provides web site owners with a web-based tool allowing visitors to search for and/or contact home party consultants who have subscribed to our service.

To be an authorized Affiliate You agree to abide by the terms and conditions contained in this Agreement. Please read this Agreement carefully before registering and using the Service as an Affiliate. By signing up you indicate acceptance of this Agreement and its terms and conditions. If You do not accept this Agreement, do not use the Service as an Affiliate.

Home Party Registry will not be liable for any loss of data, accounts, revenue or business arising out of or otherwise related to: (a) your use of Home Party Registry services or the use of your Web site and your products and services in connection with Home Party Registry services; (b) errors, bugs or other defects in the Home Party Registry application plugin and web service.

Home Party Registry is not responsible or liable for your actions with your site visitor's use of the service, or for any other actions arising from your use of the Home Party Registry application plugin and web service in interacting with your site visitors.

Home Party Registry is not responsible or liable for delays in network communications, disruptions of internet communications or other delays out of the control of Home Party Registry or its vendors.

It is your responsibility to agree that you are at least 18 years of age and possess the legal authority to enter into this Agreement and to use the Home Party Registry application plugin and web service to allow your site visitors to access services offered on this site in accordance with all terms and notices herein. Your subscription to the Home Party Registry application plugin and web service and your right to access and use the Home Party Registry application plugin and web service may be immediately terminated for cause including, without limitation, your breach of applicable Terms of Use and Notices. Home Party Registry may terminate your access to the Home Party Registry application plugin and web service for a violation of the Terms of Use and Notices, at any time without notice.

Relationship

Home Party Registry Affiliates are independent contractors, and nothing in this Agreement will create any partnership, joint venture, agency, franchise, sales representative, or employment relationship between the parties. You will have no authority to make or accept any offers or representations on our behalf. You will not make any statement, whether on your site or otherwise, that reasonably would contradict this statement. Data collected by Home Party Registry during subscriber sign-up is owned by Home Party Registry and not available for use by website affiliates. Subscribers are considered customers of Home Party Registry and not of the linked affiliate.

Usage

You agree not to send unsolicited commercial email (UCE) to persons that you personally do not know or are not part of your client or newsletter mailing list, or allow your site visitors to send any for of UCE to persons they do now know. Linking to the Home Party Registry service using your "referral link" in any email communication that is sent unsolicited is prohibited and grounds for immediate account termination without refund of any type. Home Party Registry provides services to web sites, professional, not-for-profit or personal, as long as the site does not:

- display nudity, pornography, and sexual material of a lewd, lecherous or obscene nature and intent or that violates local, state and national laws.
- display or promote any material that is threatening, abusive, harassing, defamatory, invasive of privacy or publicity rights, vulgar, obscene, profane, indecent, or otherwise objectionable.
- promote, encourage, or provide instructional information about illegal activities---specifically hacking, cracking, or phreaking.
- promote any software information, or other material that contains instructions on how to spread a virus, "Trojan Horse", "worm" corrupted data, or any other harmful or damaging component.
- promote hate propaganda or hate mongering, swearing, or fraudulent material or activity.
- promote race discrimination statements, religion discrimination statements, nationality discrimination statements, sexual orientation discrimination statements, or similar content.

Commission Payments

Minimum affiliate payment amount is \$100.00. Payment will be made by your choice of Paypal or check. Commissions are paid for active Home Party Registry subscribers in good standing referred directly by you. Commissions are accrued immediately, but will be paid within sixty (60) days after reaching the \$100 minimum payout. All payments are sent on or around the 15th of the month. All commissions are subject to customer payment.

Note: If we must refund a customer purchase you received a commission for, the commission you earned for that purchase will be subtracted from future commission earnings. Refunds can occur due to various reasons such as fraud credit card purchase, suspicious order, bank chargebacks etc.

Commission Structure

Home Party Registry reserves the right to modify the terms of commission structure and delivery at any time.

Support

Home Party Registry may elect to provide you with support or modifications for the Home Party Registry application plugin and web services (collectively, "Support"), in its sole discretion, and may terminate such Support at any time without notice to you. Home Party Registry may change, suspend, or discontinue any aspect of the Home Party Registry web service at any time, including the availability of any Home Party Registry web services. Home Party Registry may also impose limits on certain features and services or restrict your access to parts or all of the Home Party Registry web services or the Home Party Registry web site without notice or liability.

Indemnification

Home Party Registry Indemnity. Home Party Registry should indemnify, defend and hold you, your affiliates, and each of the officers, directors, employees, agents and representatives of you and your affiliates harmless from any and all actions, claims, damages, expenses and liabilities of any nature whatsoever (including reasonable attorney's fees and other legal costs) ("Losses") incurred or suffered by any such your Indemnitees arising out of, or in connection with any third party claim, demand or cause of action (each a "Claim") based upon or rising out of (i) any breach of this Agreement by Home Party Registry, (ii) Home Party Registry gross negligence or willful misconduct; (iii) the development, operation, maintenance and content of the Home Party Registry Product Repository; (iv) infringement or other violation by any Product, Product Description, Sample, or Brand Feature of a third party's privacy rights, publicity rights or other proprietary rights; (v) any Product, including and defect thereof; (vi) any use of any Product or Sample. Home Party Registry obligations hereunder shall be subject to your (a) promptly notifying Home Party Registry of a Claim or threatened Claim covered by such indemnification; (b) tendering sole control of the defense and settlement of such Claim to Home Party Registry (Home Party Registry shall not enter into any settlement agreement that adversely affects you without your prior written consent); and (c) cooperating with such defense and/or settlement at Home Party Registry expense.

Your Indemnity. You shall indemnify, defend and hold Home Party Registry, its Affiliates and each of the officers, directors, employees, agents and representatives of Home Party Registry and its Affiliates harmless from any and all Losses incurred or suffered by such Home Party Registry Indemnitees arising out of, or in connection with, any third party Claim based upon or arising out of (i) any breach of this Agreement by you; (ii) your gross negligence or willful misconduct; (iii) the development, operation, maintenance and content of your site(s) (excluding any Home Party Registry Property displayed thereon); or (iv) infringement or other violation by your site or your other Property of a third party's privacy rights, publicity rights or other proprietary rights. Your obligations hereunder shall be subject to Home Party Registry (a) promptly notifying you of a Claim or threatened Claim covered by such indemnification; (b) tendering sole control of the defense and settlement of such Claim to you (provided that you shall not enter into any settlement agreement that adversely affects Home Party Registry without Home Party Registry prior written consent); and (c) cooperating with such defense and/or settlement at your expense.

Disclaimer

Products, information and other content available from or through the site are provided "as-is," "as available," and all warranties, express or implied, are disclaimed. To the fullest extent permissible pursuant to applicable law, Home Party Registry disclaims all warranties express or implied, including, but not limited to, (a) that any product or information available from or through the site, or the site itself will be merchantable or fit for a particular purpose, (b) that any product or information available from or through the site, or the site itself will be uninterrupted or error-free, (c) that defects will be corrected, (d) that there are no viruses or other harmful components, (e) that the security methods employed will be sufficient, (f) regarding correctness, accuracy, or reliability, or (g) against interference with your enjoyment of the products or information, or against infringement. All 'information' and products provided in the course of this agreement are provided with all faults, and the entire risk as to satisfactory quality,

performance, accuracy, and effort is with you as the user. We have no liability whatsoever for your use of any information or other content available from or through the site, or the site itself. In particular, but not as a limitation thereof, we are not liable for any compensatory, indirect, special, incidental or consequential damages (including damages for loss of business, loss of profits, litigation, or the like), whether based on breach of contract, breach of warranty, tort, product liability or otherwise; nor for any third party claims of any nature, even if advised of the possibility of such damages or claims. The negation of damages set forth above are fundamental elements of the basis of the bargain between us and you. The information and other content available from or through the site, and the site itself, would not be provided without such limitations. No advice or information, whether oral or written, you obtain from us from or through the site shall create any warranty, representation or guarantee not expressly stated in this agreement.

CHANGES TO TERMS AND CONDITIONS Home Party Registry reserves the right to modify these Terms and Conditions from time to time in its sole discretion, without notice or liability to you. You agree to be bound by these Terms and Conditions, as modified. Please review the most current version of the Terms and Conditions from time to time, so that you will be apprised of any changes.