

SALES APPLICATIONS PROCESS

Step 1

Submit Application Sales Form

Please make sure all information is on form and on order, including full name and address

Step 2

Client will be automatically entered into **Monday**

You may check the status of sent welcome emails and sent/received Agreement in above link

Step 3

Client will be sent either the **Agreement** **OR** a **welcome email**

within 2 business days based on below criteria

**Client Passed Exams or
Application Required Before Exams**

Client will appear in **Monday** under
"Agreements Sent/Returned"

Client will be sent the **Agreement** within
2 business days.

Agreement is sent from **"Applications
Department via DocuSign"**

Once Agreement is returned, client will
receive an **email** from
applications@1examprep.com
to schedule a meeting

**Client Has Not Passed Exams Yet /
Application Submitted After Exams**

Client will appear in **Monday** under
"Applicants not taken exams"

Client will be sent a **welcome email** from
applications@1examprep.com advising to
contact us when they have passed their
exams

Once client has advised us they have passed
their exams, client will be sent the
Agreement within 2 business days

Once Agreement is returned, client will
receive an **email** from
applications@1examprep.com to
schedule a meeting

Application	Application Before or After Exam
Florida State Div I	After
Florida State Div II	After
Florida State Electrical	After
Florida County	Before
Alabama	Before
Arkansas	Before
Georgia	Before
Louisiana	Before
Mississippi	Before
Nevada	Before
North Carolina	Before
Oregon	After
South Carolina - Commercial	After
South Carolina - Residential	Before
Tennessee	Before - CMC and CMC-A ONLY After - All Other Licenses
Virginia	Before
West Virginia	After