

Alpha Virtual Solutions

Partner Program Handbook

Version 1.0

Effective Date: August 2026

Welcome

Thank you for your interest in the Alpha Virtual Solutions Partner Program.

We built this program for people who believe businesses deserve better than low-quality, race-to-the-bottom talent. We do not compete on \$4/hr rates. We compete on standards, rigorous vetting, and real accountability — backed by our 60-Day Placement Guarantee.

This handbook explains how the program works, how you earn, the rules that protect the brand, and how we support our partners.

1. Program Philosophy

Alpha Virtual Solutions is a boutique global operations partner. We place and manage skilled Filipino remote professionals for growing businesses.

Our core conviction:

“The offshore talent market doesn’t have a supply problem. It has a standards problem.”

We only work with partners who respect this positioning. Quality of referrals matters more than quantity.

2. Who This Program Is For

Ideal partners include:

- Business coaches and consultants
- Agency owners
- Fractional CFOs, COOs, and operations leaders
- Community leaders and membership site owners
- Complementary software or service providers (especially in home services, professional services, and e-commerce)

We manually review every application. Audience quality and brand alignment are more important than list size.

3. Partner Tiers

Tier	Name	How to Qualify	Key Benefits
1	Partner	Automatic upon approval	Standard commissions + full marketing assets
2	Preferred Partner	3+ successful clients or \$8,000+ attributed revenue + strong retention	Higher commissions + priority support + bonuses
3	Elite Partner	8+ successful clients or \$25,000+ revenue + invitation	Highest commissions + dedicated support + co-marketing opportunities

Tier Movement - Upgrades are reviewed monthly or quarterly. - Retention and quality affect eligibility. - AVS reserves the right to invite strong strategic partners directly into higher tiers.

4. Commission Structure

Core Percentage Model (Default)

Offer	Type	Rate	Typical Earnings
Alpha Connect (Talent Placement)	One-time	20% of placement fee	\$100 – \$240+
Alpha Build (Done-for-you Systems)	One-time	15% of project value	\$300 – \$1,050+
Alpha Systems (Playbooks & Tools)	One-time	30% of purchase	\$15 – \$40
Alpha Partner (Fractional Operations)	Recurring	15% of monthly fee for 12 months	\$180 – \$375 per month

Preferred and Elite partners receive increased rates (typically +5 to +10 percentage points depending on tier and offer).

Alternative Models We also support: - Flat-fee per result - Hybrid (upfront + residual) - Reverse Trial (majority paid after 60-day success) - Revenue-Share Lite (longer residual on Partner) - Reciprocal / value-exchange arrangements for strategic partners

Details are provided after approval or upon request.

5. Payout Schedule & Rules

- **Cookie Duration:** 90 days

- **Minimum Payout Threshold:** \$150
- **Payout Frequency:** Monthly
- **Processing Date:** By the 15th of the following month
- **Payment Methods:** PayPal, Wise, or bank transfer (USD)
- **Attribution:** Tracked via your unique link

A commission only becomes eligible when the client has **paid and the engagement has started**.

6. Clawback Policy

Commissions are subject to clawback if, within the applicable window:

- The client cancels
- The client receives a replacement under the 60-Day Placement Guarantee
- A full or partial refund is issued
- The engagement is terminated due to non-payment or policy violation

Windows - Alpha Connect, Alpha Build, Alpha Partner: 60 days - Alpha Systems: 30 days

Clawed-back amounts are deducted from future payouts. Affiliates receive written notification with the reason and amount.

7. Dispute Resolution & Appeals

Dispute Process 1. Raise the dispute in writing within 14 days of the notification. 2. AVS acknowledges within 2 business days. 3. Review completed within 10 business days. 4. Written decision issued.

Appeal Process - Must be submitted within 7 days of the dispute decision. - Only accepted if there is new evidence, a clear factual error, or a process failure. - Reviewed by a different/senior reviewer. - Final decision issued within 10 business days and is binding.

8. Onboarding Process

1. Submit application
 2. Manual review (3–5 business days)
 3. Approval + Affiliate Agreement
 4. Dashboard access and unique tracking link issued
 5. Welcome package delivered (assets, guidelines, swipe copy, training video)
 6. Complete short onboarding
 7. Marked as Active
 8. Ongoing support and monthly reporting
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9. Marketing Assets Provided

Upon approval you receive:

- Unique tracking links
 - Full swipe copy pack (email, LinkedIn, social)
 - Graphics, logos, and 60-Day Placement Guarantee badge
 - Brand guidelines and Do's & Don'ts
 - Objection handling guide
 - Short explainer / onboarding video
 - Links to the free Remote Hiring Starter Kit and discovery call booking page
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10. Brand Guidelines (Summary)

You may: - Highlight our personal vetting and A6 Framework - Mention the 60-Day Placement Guarantee - Emphasize quality and standards - Share real client results (with permission)

You may not: - Position AVS as a cheap or low-cost VA service - Use false scarcity or misleading claims - Bid on Alpha Virtual Solutions brand terms in paid ads - Spam or use aggressive outreach tactics

Violation of brand guidelines may result in removal from the program.

11. Affiliate Dashboard

Your dashboard includes:

- Performance snapshot (clicks, leads, conversions, earnings)
 - Tracking links and creative assets
 - Commission status (Pending / Approved / Paid / Clawed back)
 - Payout history and payment settings
 - Resources and support
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12. Master Terms Summary

- You are an independent contractor
- Commissions are only paid on qualified, paid, and started engagements
- 90-day cookie applies
- Clawback rights exist under the 60-Day Placement Guarantee
- Either party may terminate with 14 days' written notice
- AVS may update terms or commissions with 30 days' notice
- Brand protection rules are strictly enforced

Full legal terms are provided in the Affiliate Agreement you accept during onboarding.

13. Support

For questions about tracking, commissions, or assets, contact your Affiliate Manager via the support channel in your dashboard or by emailing the address provided in your welcome package.

We respond within 1–2 business days.

Closing

We are selective because our reputation depends on the quality of every placement and every partner recommendation.

If you share our standards, we look forward to working with you.

Alpha Virtual Solutions

<https://alphavirtuals.net>

This handbook is for approved and prospective partners of Alpha Virtual Solutions. Terms may be updated with notice.