Sales Scheme Modification Due to Market Conditions

Subject: Temporary Adjustment to Sales Compensation Plan

Dear Team,

Given current economic headwinds and shifting market dynamics, we are implementing temporary modifications to our sales compensation plan for Q4 2025. These changes are designed to maintain fairness while adapting to challenging business conditions.

Effective October 1st, the following adjustments will be in place:

Commission Rate Adjustments:

- Standard commission rates remain unchanged
- Accelerator threshold adjusted from 100% to 95% of quota
- Deal registration bonus increased from $500 to $750 per qualified opportunity

Quota Modifications:

- Q4 quotas reduced by 10% across all territories
- Pipeline requirements adjusted proportionally
- Activity metrics revised to reflect current conversion rates

Additional Support Measures:

- Enhanced lead generation from marketing
- Approval for additional prospecting tools
- Extended payment terms authority to facilitate closing

These modifications are temporary and will be reassessed in December based on market recovery indicators. We remain committed to protecting your earning potential while navigating this challenging period together.

We appreciate your flexibility and continued commitment during uncertain times. Your regional manager is available to discuss how these changes specifically impact your territory and compensation.

Respectfully yours,

David Reynolds

Chief Revenue Officer

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