PROCEDURE FOR UPLOADING A PHOTO INTO THE HEATER ACTIVITY REPORT

1) Take a picture of the general heater display setup, which includes the display, the heaters

Fig 1

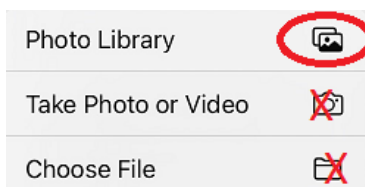under it and the product next to it like *(Fig 1)* above.

2) Touch the **Upload Photo** button
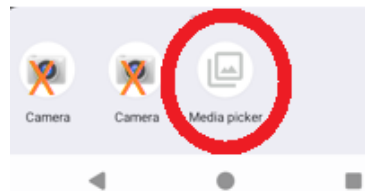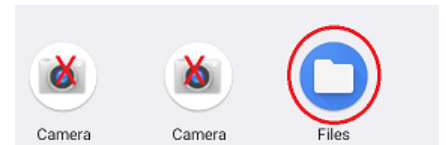

3) You will be using the photo you just took, so do not use the **"take a photo" (iPhone) or** touch a **camera icon (Android) .** Instead select **Photo Library (iPhone – Fig 2)** or **Media Picker/Media. . or Files (Android –** *Fig 3a and 3b)*

| Fig 2 (iPhone) | Fig 3a (Android) | Fig 3b (Android) |

 4) The **Location Verification Section** at the top of the report will identify the Costco you are in. When accepted, the photo will appear in the space that originally said "**Photo Pending**" along with a green box confirming the Costco building (by name and number) in which you are present.