PROCESS
FLOW

NAHREP

01 **Chapter submits request to vendor**

02 **Vendor ensures all required information is received**
→ Works with chapter until the piece is completed

03 **Vendor submits to NAHREP National for approval**

01 NAHREP approves
→ NAHREP sends to both chapter and CRM
→ If chapter approves, process is completed
→ If chapter doesn't approve, process starts over

02 NAHREP doesn't approve
→ NAHREP sends back to vendor with copy to CRM
→ Vendor fixes and sends back to NAHREP National
→ Vendor communicates with chapter, process starts over

04 **Billing**
→ Vendor sends invoice with completed flyer to National
→ National forwards to CRM