



## DOING BUSINESS IN SINGAPORE

### GETTING STARTED

<b>SIGNUPS</b>	Applications for Marketing Executives are accepted online at <a href="http://www.FreeLife.com">www.FreeLife.com</a> . Customers can sign up for free online at <a href="http://www.FreeLife.com">www.FreeLife.com</a>
<b>COST</b>	There is a \$39.95 USD Business Kit fee that includes: <ul style="list-style-type: none"> <li>• Personalized website with online business tools.</li> <li>• Business Kit that includes promotional materials and information to introduce you to FreeLife® (included in your first order).</li> </ul>
<b>REQUIRED FORMS &amp; DOCUMENTS</b>	Two forms are required to do business as a Marketing Executive in Singapore: <ol style="list-style-type: none"> <li>1. The Singapore Marketing Executive Application (birth date must be stated)</li> <li>2. U.S. IRS W-8BEN Form</li> </ol> <p>These items must be submitted to FreeLife before any commissions are paid. All documents should be faxed to: 800.448.1648, or emailed to <a href="mailto:cs@FreeLife.com">cs@FreeLife.com</a>, or mailed directly to FreeLife at the address listed below under Contact Information.</p>
<b>PAYMENT OPTIONS</b>	Payment for online orders is made using a major credit card. We accept Visa, MasterCard, Discover and American Express.
<b>HOW TO PURCHASE</b>	Purchases of GoChi are made in case allotments (4 packs) at <a href="http://www.FreeLife.com">www.FreeLife.com</a>
<b>ADVANTAGE CUSTOMER PROGRAM (AC100)</b>	<p><b>Enrolment on the Advantage Customer Program (AC100) is optional in Singapore.</b></p> <p>The Advantage Customer Program (ACP) offers a convenient way to receive product automatically each month and receive the 100 personal points needed to qualify for commissions and bonuses (i.e. Fast Start Bonus and Product Rebate). The first Advantage order is sent in the month following enrolment on this program so make sure to place a qualifying order in the month you enrol on the AC100 program.</p> <p>Signing up on the AC100 online is easy and may be done at any time.</p> <ul style="list-style-type: none"> <li>• Sign in to your online account.</li> <li>• Click <a href="#">My Account</a> link at the top of page.</li> <li>• Click <a href="#">My Advantage Order</a> link on the left side bar.</li> <li>• Complete information requested and then <b>Submit</b> to finalize the enrolment.</li> <li>• Confirmation page will appear to indicate the enrolment is complete.</li> </ul> <p>Or, enrol on the AC100 by phone or by submitting a completed Advantage Customer Application to Customer Care by fax, mail, or email. This form is available online under Forms &amp; Documents. See Contact Information below for where to call or send.</p> <p>Because the AC100 program is optional in Singapore everyone receives the Advantage price on all of their orders. Marketing Executives who have 100 points in personal volume (PV) each month will also qualify for the Fast Start and Product Rebate programs regardless of their enrolment status on the AC100 program.</p>
<b>WEBSITE</b>	FreeLife provides all Marketing Executives with their own personalized website to place their personal product orders, enrol Marketing Executives and Customers, and market GoChi.
<b>OTHER INFO</b>	All Singapore Marketing Executives can enrol Marketing Executives and Customers in other countries where FreeLife is currently doing business.

## PRODUCT PRICING AND DELIVERY

<b>PRICING</b>	<p>Pricing for GoChi is as follows:</p> <ul style="list-style-type: none"> <li>• Online purchase of one case is \$166.95 USD. ( 4 bottles):</li> <li>• Online purchase of one Value Pack is \$834.95 USD (6 cases or 24 bottles)</li> <li>• Price includes shipping/handling fees and applicable taxes and duties.</li> <li>• Pricing is at the Advantage price a 30% saving off the suggested retail price.</li> <li>• Value Packs may only be purchased by Marketing Executives during their first two months and there is a purchase limit of two (2) VPs during this time period.</li> </ul>
<b>DELIVERY INFORMATION</b>	<p>All orders are delivered by the importer. Pick up is not available.</p> <ul style="list-style-type: none"> <li>• Orders placed online will be shipped directly to you and the price includes shipping and applicable taxes/duties.</li> </ul> <p><b><u>Importer Information:</u></b>  Rj Group Services  459 Tagore Industrial Ave., #03-01  OTL Building  Singapore 787828  Bus. Hours: Mon-Fri 9:00am-6:00pm &amp; Sat 9:00am-1:00pm  Day PH: 65-63544938  Fax: 65-63544939  Email: <a href="mailto:joe@rjgroup.com.sg">joe@rjgroup.com.sg</a>  Contact: Joseph Lim</p>

## GETTING PAID

<b>COMMISSIONS</b>	<p><b>Direct Deposit:</b> This is a quick, convenient and secure option for Marketing Executives in Singapore to receive their commissions. There are two ways to enrol:</p> <ol style="list-style-type: none"> <li>1) Enrol Online: <ul style="list-style-type: none"> <li>• Sign in to your online account.</li> <li>• Click on <u>My Account</u> link at the top of the page.</li> <li>• Scroll down to <u>Personal Profile</u> and click on the <u>Direct Deposit</u> link.</li> <li>• Complete all banking information and then click Create.</li> <li>• Click OK to complete the Direct Deposit enrolment process.</li> <li>• Message appears “Your direct deposit has been successfully entered”.</li> </ul> </li> <li>2) Submit Direct Deposit Form: <ul style="list-style-type: none"> <li>• This form is available online under Forms &amp; Documents.</li> <li>• Email the completed form to <a href="mailto:cs@FreeLife.com">cs@FreeLife.com</a> or fax to Customer Care at 800.448.1648.</li> </ul> </li> </ol> <p><b>Cheque Draft:</b> Marketing Executives who are not enrolled on direct deposit will receive a Cheque draft in their local currency. Drafts are mailed by FreeLife to the importer on the 15<sup>th</sup>. When the 15<sup>th</sup> falls on a weekend or holiday they are mailed on the following business day.</p> <ul style="list-style-type: none"> <li>• Commission earnings must be at least \$5.00 USD to be released. If less than \$5.00 USD the commission will be held until the cumulative commission amount is at least \$5.00 USD.</li> <li>• There is a monthly 1.5% commission administration fee applied to all commissions with a minimum charge of \$1.50 USD and a maximum charge of \$750.00 USD.</li> <li>• Commissions are not released until all documentation requirements are met. Once this happens all back commissions are released to the Marketing Executive in their next active commission period.</li> <li>• Marketing Executives must have 100 personal points (PV) each month to qualify for commissions and bonuses (i.e. Fast Start Bonus and Product Rebate).</li> </ul>
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	<ul style="list-style-type: none"> <li>Marketing Executives who do not have 100 personal points (PV) in two consecutive months forfeit their organization due to inactivity. The Advantage Customer Program is a great way to prevent this from happening and to receive product conveniently each month.</li> <li>Marketing Executives should check their personal volume before month end to verify they meet the 100 personal points (PV) requirement to be eligible for commissions and bonuses.</li> </ul>
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**PRODUCT DISPLAYS**

<b>PRODUCT DISPLAY</b>	FreeLife products should not be publicly displayed in a retail establishment.
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**NEED HELP?**

<b>CONTACT INFORMATION</b>	<p>Contact FreeLife International's Customer Care Team:</p> <p>Email: <a href="mailto:CSsingapore@FreeLife.com">CSsingapore@FreeLife.com</a></p> <p>Phone: +800.448.1621</p> <p>Hours: 8:30 a.m. - 4:30 p.m. (SST)</p> <p>Fax: +800.448.1648</p> <p>Mail: FreeLife Pacific Area 5/20 Rivergate Place Murarrie QLD 4172 Australia</p>
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