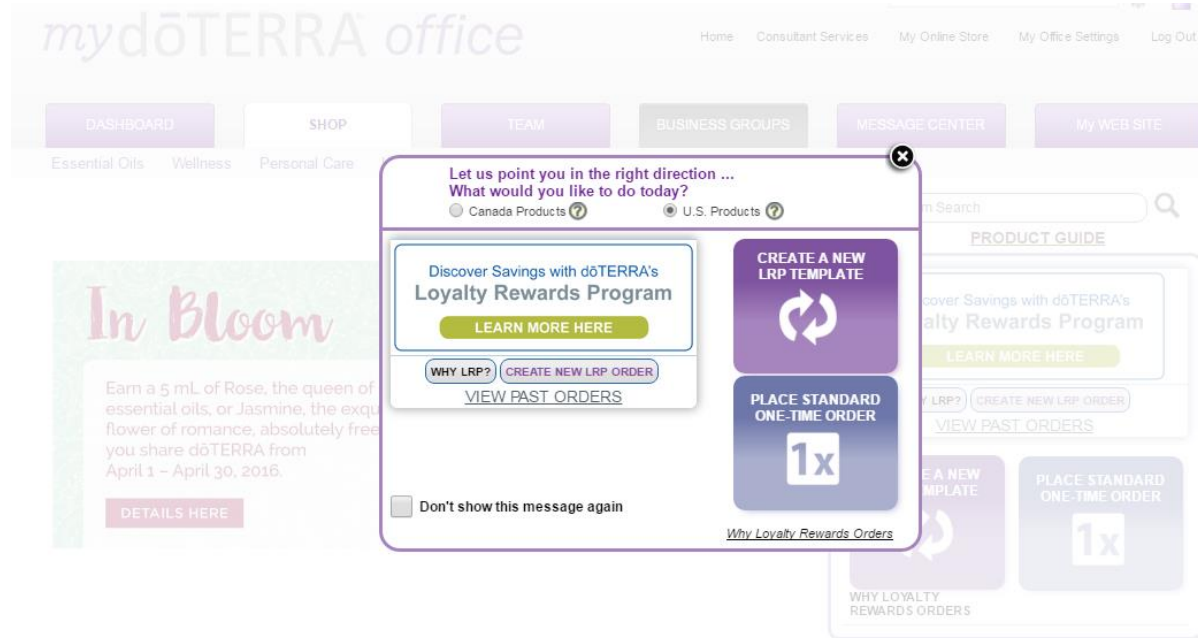


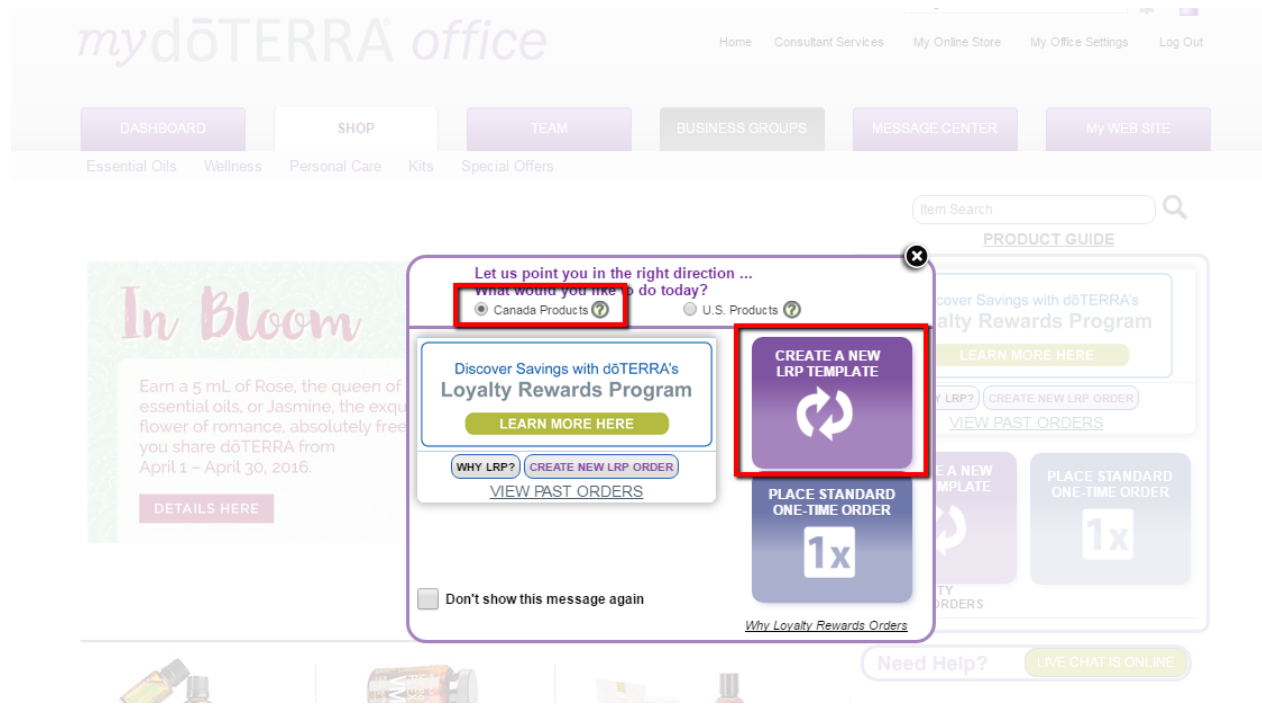
Help for the New Canada Back Office

When you log in the first time, you will see a pop-up window that will give you the option of choosing between Canada products or US products. The Canada products have Canada specific labels with both English and French on them, and can be resold in Canada. Whether you select Canada products or US products, the process is the same.

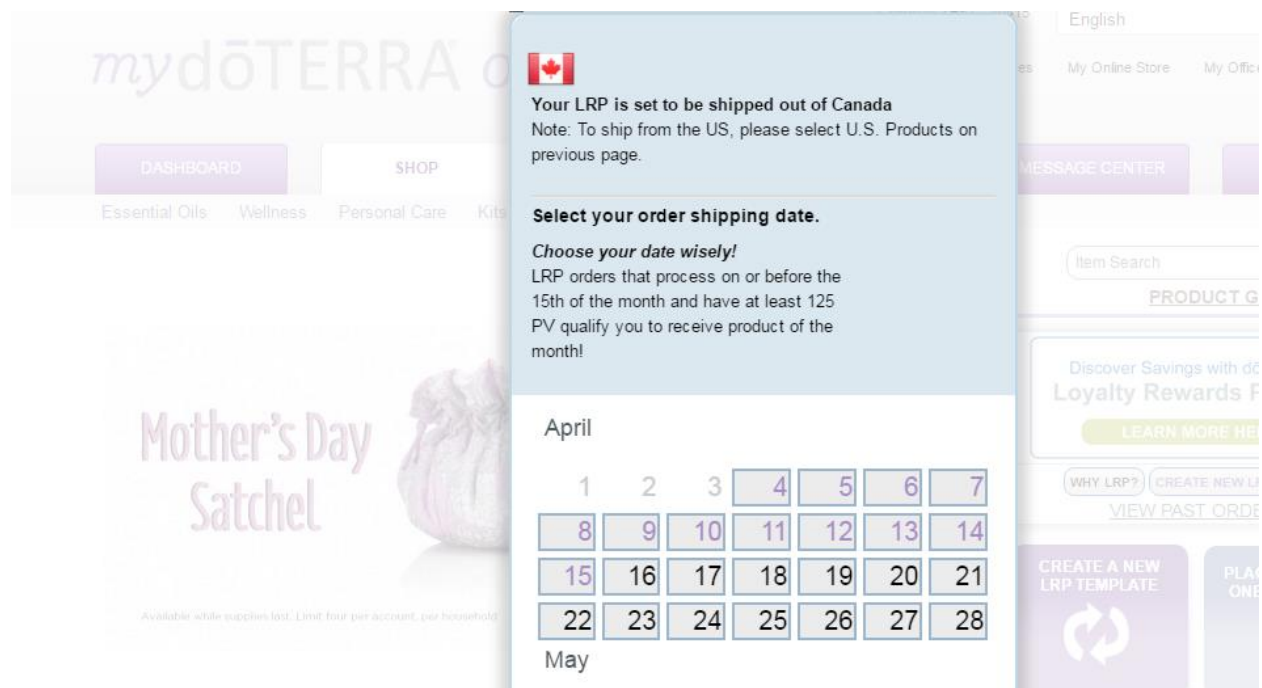
(If you do not wish to change anything to your process, please select US products and continue as you have been.)



Once you have selected the type of products you would like, choose the type of order you are making. An LRP Template will create a repeating order. For this example, we are creating a new LRP Template for Canada products.



When you select an LRP Template with Canada products, you will see this message. This means you can *only* select Canada labelled products for this order. Choose the date you would like your recurring order to be shipped on every month.



Only Canada OTG Products can be added to Canada orders and only US products can be added to US orders. You will need to place two separate orders if you want to get both Canada and US products.

mydōTERRA® office

Home Consultant Services My Online Store My Office Settings Log Out

DASHBOARD SHOP TEAM BUSINESS GROUPS MESSAGE CENTER My WEB SITE



Essential Oils Wellness Personal Care Kits Special Offers

Home / Essential Oils

Item Search

- + Single Oils
- + Oil Blends
- + On Guard®
- + Deep Blue®
- + Collections
- + Accessories

Essential Oils

PRODUCT GUIDE

Now Creating
A New OTG LRP Template

Order Processing Date: 04/14/2016 edit

Want to ship it now? **SHIP NOW!**

Canada Products U.S. Products

CART SUMMARY

Total Items: 0


Item(s)	Subtotal	CAD0.00
	Shipping	CAD---
	VIEW TOTALS	(%) CAD---
Total Amount Due:		CAD---

When you are in the Canada Products section, all the prices will be in Canadian Dollars.


- + Single Oils
- + Oil Blends
- + On Guard®
- + Deep Blue®
- + Collections
- + Accessories

Essential Oils

Single Oils



[Next](#)



Arborvitae
#49361713
5 mL
Your Price:
CAD28.00
PV: 23.50



Basil
#30011813
15 mL
Your Price:
CAD25.50
PV: 21.50

PRODUCT GUIDE

Now Creating
A New OTG LRP Template

Order Processing Date: 04/14/2016 edit

Want to ship it now? **SHIP NOW!**

Canada Products U.S. Products

CART SUMMARY

Total Items: 0

Item(s)	Subtotal	CAD0.00
	Shipping	CAD---
	VIEW TOTALS	(%) CAD---
Total Amount Due:		CAD---

If you try to put items that are not currently OTG for Canada, you will not be able to find them.

Home / Personal Care / Salon Essentials Hair Care

Item Search

PRODUCT GUIDE

Now Creating
A New OTG LRP Template
Order Processing Date: 04/14/2016

Want to ship it now?

Canada Products U.S. Products

CART SUMMARY

Total Items: 0

Item(s)	Subtotal	CAD0.00
Shipping	CAD---	
<input type="button" value="VIEW TOTALS"/>	CAD---	
Total Amount Due:		CAD---

TOTAL PV0.00

SHIPPING OPTIONS

Canada Post
 Canada Post Express
 UPS Express
 UPS Ground

You will need to place a US order for any products unavailable in Canada. Simply toggle to US Products and then you will be able to find the items.

Home / Personal Care / Salon Essentials Hair Care

Item Search

PRODUCT GUIDE

Now Creating
A New NFR LRP Template
Order Processing Date: 04/14/2016

Want to ship it now?

Canada Products U.S. Products

CART SUMMARY

Total Items: 0

Item(s)	Subtotal	USCD 0.00
Shipping	USCD ---	
<input type="button" value="VIEW TOTALS"/>	USCD ---	
Total Amount Due:		USCD ---

TOTAL PV0.00

SHIPPING OPTIONS


PO Box Shipping
 UPS Canada Express
 UPS TradeDirect Canada

Please note that your order may take up to one business day to process before it is shipped. Due to our shipping process we may be unable to edit or cancel an order once it has been placed.

When you are looking at US Products, they will be in USD prices.

- + Single Oils
- + Oil Blends
- + On Guard®
- + Deep Blue®
- + Collections
- + Accessories

Essential Oils Single Oils



PRODUCT GUIDE

Now Creating
A New NFR LRP Template

Order Processing Date: 04/14/2016 [edit](#)

Want to ship it now? [SHIP NOW!](#)

Canada Products
U.S. Products

CART SUMMARY

Total Items: 0


Item(s)	Subtotal	USCD 0.00
	Shipping	USCD ----
		USCD ----
Total Amount Due:		USCD ----

SHIPPING OPTIONS

PO Box Shipping

UPS Canada Express


UPS TradeDirect Canada



Arborvitae
#49361713
5 mL
Your Price:
USCD 23.50
PV: 23.50

1

[ADD TO CART](#)



Basil
#30011813
15 mL
Your Price:
USCD 21.20
PV: 21.20

1

[ADD TO CART](#)

If you change the type of order you are currently creating, (e.g., going from a Canada to a US order, or an LRP to a Standard One-Time order), you will receive a message that says your cart has not been saved.

My Cart Monthly LRP Order Processing Date 04/14/2016 [edit](#)

Ship to: [edit](#)
Canada Test
DO NOT SHIP
Alberta, Alberta, T2H 0T2
Canada
4035125486

Shipping from: U.S.

Payment: [edit](#)
Credit Card on File
*****9011
3/2019
Visa

[enter verification code](#)
Billing ZIP: T2H 0T2

Send confirmation to: [edit](#)
bounce-test@infotraxsys.com

Quick Add to Cart

Product	Quantity	PV	Frequency	Price	Use Points?	Remove Item
Salon Essentials Protecting Shampoo (8.34 oz.) #36220001	1	20.00	MONTHLY	USCD 20.67	Select	X

20.00 PV Subtotal USCD 20.67 0 Points Used

PRODUCT GUIDE

Now Creating
A New NFR LRP Template

Order Processing Date: 04/14/2016 [edit](#)

Want to ship it now? [SHIP NOW!](#)

Canada Products
U.S. Products

CART SUMMARY

Total Items: 1

Item(s)	Subtotal	USCD 0.00
	Shipping	USCD ----
		USCD ----
Total Amount Due:		USCD ----

TOTAL PV0.00

My Cart Monthly LRP Order Processing Date 04/14/2016 [edit](#)

Ship to: [edit](#)
Canada Test
DO NOT SHIP
Alberta, Alberta, T2H 0T2
Canada
4035125486

Shipping from: U.S.

Payment: [edit](#)
Credit Card on File
*****9011
3/2019
Visa

[enter verification code](#)
Billing ZIP: T2H 0T2

Send confirmation to: [edit](#)
bounce-test@infotraxsys.com

Quick Add to Cart

Product	Quantity	PV	Frequency	Price	Use Points?	Remove Item
Salon Essentials Protecting Shampoo (8.34 oz.) #36220001	1	20.00	MONTHLY	USCD 20.67	Select	X

20.00 PV Subtotal USCD 20.67 0 Points Used

MY REMAINING REWARDS POINTS = 365

PRODUCT GUIDE

Now Creating
A New NFR LRP Template

Order Processing Date: 04/14/2016 [edit](#)

Want to ship it now? [SHIP NOW!](#)

The items in your cart are not yet saved.

Before you start with a different order type, you need to either finish your current order and save it, or abandon it. How would you like to proceed?

[Abandon Cart](#)

[Finish Current Order](#)

SHIPPING OPTIONS

PO Box Shipping

**Canada OTG means On The Ground. This refers to products that are Canada specific, with both English and French, and are permitted to be resold. US NFR means Not For Resale, which means you will be receiving US products with US labels that can only be purchased for personal consumption and are not permitted to be resold in Canada.