
Name: _____

Wellness Consultant ID: _____

Telephone: _____

Step 1: Your Preferences (check all that apply)

- I authorise a new direct deposit account.
- I want to update my previously authorised account information (check box and follow instructions for authorising a new account).
- I want to cancel my previously authorised direct deposit.
- Please direct deposit my current AR balance with the next commission run.
- I will request manual payments as needed.

Step 2: Bank Account Details

Bank Name: _____

SWIFT: _____

IBAN: _____

Name on Account: _____

Step 3: Submit

E-mail: Please scan and return to uaedirectdeposit@doterra.com

Step 4: Authorise Authorisation Statement

By signing this Direct Deposit Authorisation form below you are agreeing to the following:

- I authorise dōTERRA and the bank listed above to deposit my commissions into my bank account unless I am cancelling a previously authorised direct deposit.
- If funds to which I am not entitled are deposited to my account, I authorise dōTERRA to direct the bank to return said funds to the company.
- I understand that it is my responsibility to ensure that my commissions are being deposited correctly into my account.
- I understand that my new direct deposit account will go through an authorisation process that may take 2-4 weeks to complete, and the funds will not be deposited until this authorisation process is complete.
- I agree to dōTERRA processing the information contained on this Direct Deposit Authorisation form in accordance with dōTERRA's Data Protection Policy as set forth in my Wellness Consultant Agreement.

Wellness Consultant Signature: _____ Date: _____

For Office Use Only:

Initials

Date

Information has been entered. _____

Information has been verified. _____

Direct Deposit Q&A

Q. How do I opt into direct deposit?

A. You can locate the Direct Deposit Authorisation form at https://www.doterra.com/AE/en_AE that needs to be filled out and emailed to uaedirectdeposit@doterra.com

Q. Will FastStart cheques be direct deposited as well?

A. Yes. Once you authorise dōTERRA direct deposit, all cheques and bonuses over AED73 will be paid to your bank account. Our preference is that your funds are in your bank account rather than your accounts receivable (AR) balance.

Q. Will cheques and bonuses less than AED73 still be automatically credited to my AR account?

A. Yes. Any funds less than AED73 will be credited to your AR account.

Q. Is there a fee for each direct deposit?

A. Yes. There will be an AED11 fee for each direct deposit to share some of the cost for this convenience. This fee will be deducted from each direct deposit that is processed. Every commission you earn over AED73 will be directly deposited to your bank account.

Q. Is dōTERRA encouraging Wellness Consultants to not accrue commissions in their AR balance?

A. Yes. The company is encouraging Wellness Consultants to have commission earnings deposited to their bank account rather than accruing commissions in the AR balance.

Q. Can Wellness Consultants still have their commissions go to the AR?

A. Yes. Wellness Consultants may still choose to allow their commission earnings to accrue in their AR balance, however dōTERRA encourages all Wellness Consultants to join the direct deposit program. Wellness Consultants who wish to receive their AR payout should select Option 4 in the above form when requesting an AR balance payout as this will speed up the payment process.