



# DiamondClub

AUSTRALIA & NEW ZEALAND

## SPONSOR TERMS & CONDITIONS

A focus of the Diamond Club program is to encourage team collaboration, and to give our Premier and Above Leaders a pathway to step into their own leadership roles, building connection within their community, providing education and support on the things that make a successful and duplicatable business. Feeling connected to the dōTERRA vision is a key element of the program.



### What is a sponsor?

Sponsors are Diamond and Above Leaders who are willing to help to mentor participants (in their downline) to be successful in the Diamond Club Program. Sponsors provide personal and professional development, assist in setting organic functional business blocks for the Participant to be able to build towards their next rank advancement. A sponsor also provides a financial contribution towards the Participant's monthly bonus.



### How to accept being a Sponsor?

Once a Participant nominates a Diamond or Above leader (in their upline) as a Sponsor, an email notification will be sent to your registered email address on your dōTERRA account. All Sponsors must go on the Diamond Club website and accept the sponsor requests for a participant's application before the participant can be admitted into the program.



### Qualifications

#### To qualify to be a Diamond Club Sponsor you need to:

- Have a pin rank of Diamond or Above
- Have held at least one class/event per month in 2022
- Display dōTERRA culture and leadership in your communication and interactions
- Have the commitment to see the 3-month program through

#### In your role as a Sponsor, you will:

- Provide support to keep your participants actively engaged in the program.
- Provide education and examples of PIPES activities.
- Facilitate team collaboration and the sharing of ideas and processes.
- Role model dōTERRA culture, and promote consistent, everyday business habits and actions.
- Assist in setting up organic functional building blocks to re-rank and rank advance.
- Aid in creating duplicatable Customer Journey processes.
- Contribute to qualified Participant's monthly bonus.



## Financial Contribution

### Participants Monthly Enrolment – Bonus

If a participant meets the monthly qualified enrolment requirements (6 personal enrolments, 8 downline enrolments) they will receive a \$300 bonus!

The \$300 Monthly Bonus will be divided between doTERRA and a Participant's Sponsors.

i.e. 50% doTERRA / 50% Sponsor

- Sponsor 50% percentage will be divided between the total amount of Sponsors a Participant has.

**1 x Sponsor = \$150 per Sponsor**

**2 x Sponsors = \$75 per Sponsor**

**3 x Sponsors = \$50 per Sponsor**

**4 x Sponsors = \$37.50 per Sponsor**

The maximum amount per month that a Sponsor would need to financially contribute per Participant is \$150.

These financial contributions are subtracted automatically from your monthly commissions.



## Enrolment Gift:

New Wellness Advocates and Wholesale Customers who are personally enrolled by a Sponsor during Founders Program, (with a qualifying single enrolment order of 100PV+) will receive a FREE Enrolment Oil!

New customers will receive the enrolment gift of a free oil when they place:

- A single 100PV+ enrolment order
- If their single enrolment order is greater than 300PV+, they will receive an additional oil.
- If their single enrolment order is greater than 400PV+, they will receive an additional oil (100PV oil + 300PV oil + 400PV oil)

**(Please refer to the Additional Terms and Conditions section for further information).**

All enrolments must be processed through the Sponsor's Portal.



## Sponsor Incentives:

The Top-Ranking Diamond Club Sponsor 2023 qualifier from Australia and the Top-Ranking Diamond Club Sponsor 2023 qualifier from New Zealand, each earn the right to pursue Foundership in their local market and must meet all the criteria to qualify amongst our newest Founders in both Australia and New Zealand!

The Sponsor who has the highest overall points at the end of Diamond Club – will win a spot on the Sourcing Trip!

Sponsors will also receive a mystery swag gift!

To assist our Sponsors delving into the spirit of Diamond Club, we invite you to participate in a Sponsor's special version of Diamond Club (called Sponsor's Founder Program), where we have opened up the Enrolment Gift oils to you!

The Founder Program will coincide with the Participant's Diamond Club, where the Incentive Oils will be the same as the Participant's.

The Sponsor's Founder Program will be utilising one of the mentoring program Portals (Silver Club) to ensure that the Incentive Oils can be attached to a qualifying enrolment and to assist in the correct allocation of points towards Foundership.

### The Founder Program enables Diamond Club Sponsors to:

- Access Incentive Oils
- Earn points towards winning a spot on the Sourcing Trip
- Earn points towards a Foundership Position

### Already A Founder in Australia or New Zealand?

- All Diamond Club Sponsors can participate in Founder Program (regardless of whether they are an Australian or New Zealand Founder already), However, you cannot qualify to become a Founder again.
- You can earn points towards winning a spot on the Sourcing Trip.

### Winning Sponsor Receives:

- Return Airfare for ONE (1) person
- 100% Program Fees for one (1) person
- Standard Twin Share Room



## Personal Enrolments:

At least 80% of the total overall monthly personal enrolments must live in Australia or New Zealand and open an Australian or New Zealand account. These enrollee's enrolment orders can only be made using the Australian or New Zealand Warehouse.

Up to 20% of the total overall monthly personal enrolments can be enrolments in other markets. These can be inclusive of an Australian or New Zealand account, with enrolment orders from the US warehouse.

Qualifying personal enrolment orders will earn the Sponsor points.

***(Please refer to the Additional Terms and Conditions section for further information).***



## Monthly Requirements:

Diamond Club Sponsors need to meet the following monthly requirements to be able to qualify for a **Founder Position**:

- A minimum of SIX personally enrolled Wellness Advocates or Wholesale Customers, each with a single enrolment order of 100PV+ (which comply with the 80/20 rule).
- Hold monthly 1:1 mentoring calls with each of your Diamond Club Participants.
- Have a minimum of THIRTY Wellness Advocates in your downline with a single processed loyalty rewards order (LRP) of 100PV+.

Diamond Club Sponsors need to meet the following monthly requirements to be able to qualify for the **Sourcing Trip**:

- A minimum of SIX personally enrolled Wellness Advocates or Wholesale Customers, each with a single enrolment order of 100PV+ (which comply with the 80/20 rule).
- Hold monthly 1:1 mentoring calls with each of your Diamond Club Participants.
- Have a minimum of THIRTY Wellness Advocates in your downline with a single processed loyalty rewards order (LRP) of 100PV+.



## One Time Exception

A one-time exception will be offered for all Diamond Club participants which can be used once per month for the three-month program.

This one-time exception can be used if an enrolment has accidentally not been processed through the Sponsor's Diamond Club Portal. The exception can only be used for one enrolment per month.

The Diamond Club Admin Team reserves the right to use their discretion on all one-time exceptions.



## Points:

POINTS	CONDITIONS
<b>QUALIFYING ENROLMENTS</b>	
<b>5</b>	400PV or above WA/WC Enrolments (Personal)
<b>4</b>	300PV or 399PV WA/WC Enrolments (Personal)
<b>3</b>	200PV to 299PV WA/WC Enrolments (Personal)
<b>2</b>	100PV to 199PV WA/WC Enrolments (Personal)
<b>TOTAL PERSONAL ENROLMENTS – PER MONTH</b>	
<b>20</b>	16+ WA/WC Enrolments (Personal)
<b>10</b>	10 to 15 WA/WC Enrolments (Personal)
<b>5</b>	8 to 9 WA/WC Enrolments (Personal)
<b>2</b>	6 to 7 WA/WC Enrolments (Personal)
<b>PAID RANK</b>	
<b>20</b>	Presidential Diamond Paid Rank (During Diamond Club Season – March, April, May)
<b>18</b>	Blue Diamond Paid Rank (During Diamond Club Season – March, April, May)
<b>16</b>	Diamond Paid Rank (During Diamond Club Season – March, April, May)
<b>14</b>	Platinum Paid Rank (During Diamond Club Season – March, April, May)
<b>12</b>	Gold Paid Rank (During Diamond Club Season – March, April, May)
<b>10</b>	Silver Paid Rank (During Diamond Club Season – March, April, May)
<b>RE-RANKING</b> (Points will be earned for re-hitting your pinned rank – if the pinned rank has not been reached in 12+ months)	
<b>30</b>	Re-Ranking Diamond or Above
<b>RANK ADVANCEMENT</b> (Points will be earned if a new higher rank is hit for the first time during Diamond Club)	
<b>50</b>	For All Rank Advancements (Blue Diamond and Above)

POINTS	CONDITIONS
<b>Mentoring Calls</b>	
<b>1</b>	Monthly Mentoring Calls with Diamond Club Participants
<b>Total Number of Sponsored Diamond Club Participants - (one-off point allocation)</b>	
<b>5</b>	2 Participants
<b>10</b>	4 Participants
<b>15</b>	6 Participants
<b>20</b>	8 Participants
<b>Diamond Club Participants who meet their monthly requirements</b>	
<b>5</b>	Per Diamond Club Participant to meet monthly requirements (monthly)
<b>15</b>	Per Diamond Club Participant to Graduate (one-off point allocation)
<b>Loyalty Rewards Program (LRP)</b>	
<b>10</b>	200PV LRP (single order) for enrollees who process an LRP in the consecutive month from their enrolment by the 15th (Personal)
<b>8</b>	100PV to 199PV LRP (single order) for enrollees who process an LRP in the consecutive month from their enrolment by the 15th (Personal)
<b>6</b>	50PV to 99PV LRP (single order) for enrollees who process an LRP in the consecutive month from their enrolment by the 15th (Personal)
<b>BONUS POINTS</b>	
<b>3</b>	Per Diamond Club Participant to Re-Rank their pinned rank if the pinned rank has not been reached in 12+ months.
<b>5</b>	Per Diamond Club Participant who Rank Advances to a new higher rank for the first time during Diamond Club
<b>2</b>	Team Rank advancements in Australia and New Zealand Only (excluding DC Participants)

The winning Australian and New Zealand Founder will have 12 months from winning the Founder Program, to re-rank to a minimum rank of Diamond. Further terms and conditions to come.

## ADDITIONAL TERMS AND CONDITIONS

### During Diamond Club – Sponsor's Enrolments:

At least 80% of Personal Enrolments need to be Australian or New Zealand, and 20% can be out of market (or US warehouse enrolment orders).

During Diamond Club all Sponsor's Personal enrolments must:

- Place a single personal enrolment order of 100PV minimum (combined orders do not count).
- Not already hold a dōTERRA account (Terminated, Reactivated and Orphan Accounts do not count as Diamond Club enrolments).
- All enrolments MUST be placed through the Sponsor's Portal.
- A personal enrolment cannot be gifted to a downline member.
- Enrolments will not be counted if the enrolment order is returned, or partially returned to be under 100PV.
- Enrolments will be counted in the month they are entered into the Sponsor's Portal.
- The enrollee must be a personal enrolment of the Sponsor and be in their downline.
- A retail account may be counted as an enrolment when upgrading to a Wellness Advocate/ Wholesale Customer for the first time.
- If a duplicate account has been discovered, the duplicate account will not count towards the Sponsor's total enrolments. The Compliance Team will liaise directly with the duplicate account holder to terminate their account.
- Beneficial interest cannot be found on any enrollee's account. Please refer to the AUDITS section for more information.
- If a Sponsor is unsure if a new potential enrollee has held a dōTERRA account previously, please contact the Diamond Club Team via email prior to processing the enrolment, or your Account Manager.
- The Diamond Club Admin team will be conducting spontaneous enrolment audit phone calls throughout the Diamond Club season.

### Incentive Oils

- All enrolments that meet the above terms and conditions will be able to qualify for an Incentive Oil.
- The Incentive Oil provided will be based on the date the enrolment is put through the portal.
- The Incentive Oil is only available to the Sponsor's personal enrolments.

- Sponsors who offer Diamond Club Incentive Oils to nonqualifying customers, or who share the enrolment portal link (with their upline or cross line) will be disqualified from being able to be in the running for a Founder's position, and charged for the corresponding Incentive Oils.
- If a personal or downline enrolment is found to have beneficial interest or to be a duplicate account, the Sponsor will be charged for the corresponding Incentive Oils.
- If the AUDIT forms and all relevant documentation are not received for a personal enrolment, the Sponsor will be charged for the corresponding Incentive Oils.
- If the Sponsor is found to be misusing the Diamond Club Incentive Oils, their access to the portal will also be removed.

### Sourcing Trip:

- The Sourcing Trip prize is for the Sponsor with the highest amount of points at the end of the Diamond Club Season, as well as meeting all monthly requirements.
- The Sourcing Trip prize is for one place only.
- The Prize spot on the Sourcing Trip is non-transferable, non-refundable and non-redeemable for cash.
- The Winning Sponsor must reside in Australia or New Zealand and hold an Australian or New Zealand dōTERRA Account.
- The Sourcing Trip prizes (airfare and accommodation) are applicable per account.

***(Please refer to the Sourcing Trip Terms and Conditions document once the location is announced in 2023).***

### Audits

The Diamond Club Support Team will conduct regular audits of Founder Program enrolments.

- If an enrollee has created a dōTERRA account within the last 24 months – this enrolment will not count towards the Sponsor Founder Program and their duplicate account will be sent to The Compliance Team. If you are unsure if your enrollees have another dōTERRA account, please connect with your Account Manager.
- Weekly audits of duplicate accounts will be completed. If an enrollee is found to have another dōTERRA account, the Sponsor will not be able to count this enrolment for the Sponsor's Founder Program and the Compliance Team will be in direct contact with the enrollee to close the duplicate account.
- Payment for enrolments– for instances where a credit card has been used multiple times to pay for orders, or an order has been paid for with cash – the Diamond Club Audit Form must be completed and submitted by the end of each week (no later than Sunday 11:59pm AEST | Monday 1:59am NZST) to [diamondclubaunz@doterra.com](mailto:diamondclubaunz@doterra.com).
- If the Diamond Club Audit Form has not been completed or proof of payment cannot be provided, enrolments will be subject to the following rules:
  - Enrolments that use duplicate credit cards and/or addresses will not count unless adequate proof can be provided to prove that the orders and accounts are legitimate.
  - CASH payments will not be accepted as proof of reimbursement unless an adequate cash receipt is provided.
- If the Audit Form is not received by Sunday 11:59pm AEST | Monday 1:59am NZST the week the enrolment is processed, the enrolment will not count towards the Sponsor Founder Program.
- Audit Forms must be submitted weekly (by Sunday 11:59pm AEST | Monday 1:59am NZST) except for the end of the month, where Audit Forms must be submitted by the 3rd day of the following month.

### Miscellaneous:

- No amendments can be made (i.e. requesting to use the one time exception) after the 3rd day of the following month.
- Audit Forms must be submitted weekly (by Sunday 11:59pm AEST | Monday 1:59am NZST) except for the end of the month, where Audit Forms must be submitted by the 3rd day of the following month.
- Existing Founders are not eligible to participate in the Founder Program.
- The Founder's Position is non-transferable.
- The Diamond Club Team will be auditing the LRP's placed within a Diamond Club Sponsor's downline each month.
- To be eligible for a Founder position, the Leader must live in Australia or New Zealand.
- To be able to accept the Founder position, the Leader must live in Australia or New Zealand prior to December 2022.

***Further Terms and Conditions regarding Founder requirements to come.***