

STEP ONE

SCHEDULED LRP ORDERS - AUSTRALIA PRODUCTS

Edit	Vol	Ship	Amt	
#579252	54.25	8/22/14	AUD80.45	SHIP NOW!
#698437	30.00	8/7/14	AUD40.50	SHIP NOW!

SCHEDULED LRP ORDERS - U.S. PRODUCTS

Edit	Vol	Ship	Amt	
#579274	128.50	8/16/14	USAU230.95	SHIP NOW!
#590280	154.00	8/16/14	USAU214.70	SHIP NOW!
#651690	524.50	8/16/14	USAU769.95	SHIP NOW!

You are editing LRP #579252 [Abandon Edits](#)

WHAT IS LRP?

CREATE NEW LRP ORDER

LRP #579252CART SUMMARY
TOTAL ITEMS: 3

VOLUME: 54.25 **AMOUNT: AUD70.50**

[GO TO CART](#)

Start here by clicking 'CREATE NEW LRP TEMPLATE.'

STEP TWO

Your LRP is set to be shipped out of Australia ✕
Note: If you would like to change this, please make the change on the main shop page.

Set your date for your order to ship:
LRP orders that total 125 Points Value (PV) and are set to ship on or before the 15th of every month receive a **FREE Product of the Month**.

July

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

August

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

This box will pop-up asking you to select the date your LRP will run.

Click on dates either in Black or Purple.

Purple dates selected will entitle you to a **FREE Product of the Month** when your LRP Order totals 125 PV or more.

Dates that are greyed out mean that they are no longer available.

September

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

To complete your LRP order setup, just add products to your cart, enter your shipping and billing info and checkout.

Key

1	-	15	= Any of these dates help you qualify for our FREE Product of the Month if you have a 125 PV order.
16	-	28	= Other available processing dates.

A light gray date is a past date or an unavailable date (due to reaching a maximum orders per day limit).

[Next, add products to your cart >>](#)

1. Once you've selected and clicked on your desired date, the box will appear purple.

2. To continue and to add products to your new LRP order, click **'NEXT, ADD PRODUCTS TO YOUR CART.'**

STEP THREE

The screenshot shows a promotional banner for 'LIFELONG VITALITY ENROLMENT PROMO' with a Facebook share button. Below the banner are three product categories: Essential Oils, Wellness, and Personal Care. To the right is a shopping cart interface with a 'Now Creating A New Local LRP Template' message, a 'CART SUMMARY' section showing 'Total Items: 0', and 'SHIPPING OPTIONS' for Australia. A 'CANCEL' button is visible at the bottom left of the cart area.

1. To select the items you want to add to your LRP Order, proceed to the shopping environment to the left of your **'SCHEDULED LRP ORDERS.'**

* To cancel, go to the bottom left of the screen and click **'CLEAR CHANGES'**

STEP FOUR

The screenshot shows the 'Essential Oils' category page with a navigation menu on the left containing 'Single Oils', 'Oil Blends', 'On Guard', 'Ice Blue', 'Collections', and 'Accessories'. Two product images are shown: 'Single Oils' and 'Oil Blends'.

If you want to add a single oil to your LRP Order, click on the image titled **'SINGLE OILS'**

OR you can search for items by using the Item Search Box at the top of the page. Simply begin to type the product you are looking for and predictive search queries will appear. You can then click on the correct query to go to that product.

The screenshot shows a search bar with 'Lem' entered. A dropdown menu displays predictive search results: '#30120004 - Lemon Essential Oil 15mL' and '#30130004 - Lemongrass - Essential Oil 15ml (AUS)'. Below the search results is a table of scheduled products.

Edit	Vol	Ship	Amt	
#579252	54.25	8/22/14	AUD80.45	SHIP NOW!
#698437	30.00	8/7/14	AUD40.50	SHIP NOW!

STEP FOUR CONTINUED

Single Oils



Lemon

30120004 **Your Price** Retail PV
 AUD13.50 AUD18.00 10.00

1 **ADD TO CART**

An image of the product you have searched for will appear.

From here you can select the quantity you would like and then click **'ADD TO CART.'**

To add additional items to your LRP Order follow the steps using the Search Box (same steps to add Lemon).

OR click on a Product Category on the left hand side of the page and then select sub-category.

Search box containing "Fran" with a search icon.


Dropdown menu showing: **#30070004 - Frankincense Essential Oil 15mL**

Table header: **SCHEDULED LRP ORDERS - AUSTRALIA PRODUCTS**

Edit	Vol.	Ship	Amt
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STEP FIVE

next



Basil
 #30010004
Your Price: AUD31.50
 PV: 22

1 **ADD TO CART**



Black Pepper
 #41040004
Your Price: AUD26.50
 PV: 24

CART SUMMARY

Total Items: 2

Item(s) Subtotal	AUD81.50
Shipping	AUD--.--
VIEW TOTALS (---%)	AUD--.--
Total Amount Due:	AUD--.--

TOTAL PV 57.50

SHIPPING OPTIONS

- Australia Regular Post (3-7 business days)
- Australia Express Post (2-5 business days)
- Australia Will Call

CANCEL **REVIEW CART**

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.

Once you have added your desired items you may then proceed to **'REVIEW CART.'**

My Cart

Monthly LRP Order Processing Date **08/11/2014**

ORDER SUMMARY

Item(s) Subtotal AUD--
Shipping AUD--
VIEW TOTALS AUD--
Total Amount Due: AUD--

SHIPPING OPTIONS

Australia Shipping
Australia Express Post
Australia Will Call

ORDER Quick Add to Cart

Product	Quantity	PV	Frequency	Price	Use Points?	Remove Item
Lemon Essential Oil 15mL #30120004	1	10.00	MONTHLY	AUD13.50	Selec	X
Frankincense Essential Oil 15mL #30070004	1	69.75	MONTHLY	AUD85.50	Selec	X

79.75 PV Subtotal **AUD99.00** 0 Points Used

MY REMAINING REWARDS POINTS = 1000

[<< CONTINUE SHOPPING](#)

[SAVE CHANGES](#)

[CLEAR CHANGES](#)

[CONTINUE >>](#)

To save changes click on the **'SAVE CHANGES'** tab.

- The page above will then appear showing you your new LRP Order with the new products added.
- From here you have the option to change your 'Ship to Address', 'Bill to Address' and 'Payment Method'.
- You can also select your **'SHIPPING OPTION'** located in the **'ORDER SUMMARY'** box on the right.
- Remember to click **'VIEW TOTALS'** to update your cart.
- To save changes click on the **'SAVE CHANGES'** tab.
- After this you can continue to shop by clicking **'CONTINUE'**.

STEP SEVEN - REVIEW YOUR ORDER

Review Your Order

Ship to:
Aussie Test
1.02, 10 Ferntree Place
Notting Hill
VIC
3168
Australia
654564654

Bill to:
Aussie Test
1.02, 10 Ferntree Place
Notting Hill
VIC
3168
Australia
654564654

Payment:
Credit Card on File

0/0
Email:
jcook@doterra.com

Being Shipped 07/25/2014

Product	Quantity	Price	PV	Frequency	LRP Points Earned
Lemon Essential Oil 15mL	1	AUD13.50	10.00	MONTHLY	0.00
Frankincense Essential Oil 15mL	1	AUD85.50	69.75	MONTHLY	0.00
	2	99.00	79.75		0.00

This scheduled order will process again on 08/11/2014

Product	Quantity	Price	PV	Frequency	LRP Points Earned
Lemon Essential Oil 15mL	1	AUD13.50	10.00	MONTHLY	0.00
Frankincense Essential Oil 15mL	1	AUD85.50	69.75	MONTHLY	0.00
	2	99.00	79.75		0.00

[<< CONTINUE SHOPPING](#)

[<< RETURN TO CART](#)

[CLEAR CHANGES](#)

ORDER SUMMARY

Item(s) Subtotal (inc. GST) AUD99.00
Shipping (inc. GST) AUD9.95
GST VAT AUD9.89
Total Amount Due AUD108.85

TOTAL PV 79.75

SHIPPING OPTIONS
AUS - US Will Call AUD9.95

[PROCESS ORDER NOW](#)

[PROCESS AS SCHEDULED ON 08/11](#)

- Here you can review the details of your order.
- Check the shipping address, payment details, shipping date and products in your order.

To make changes to any of the top in yellow, click **'RETURN TO CART'** to edit.

- To add more products to your order simply click **'CONTINUE SHOPPING'**
- This window also gives you the opportunity to process your order today by clicking **'PROCESS ORDER NOW'** or click **'PROCESS AS SCHEDULED ON <DATE>'** to process using the date you selected when you set up the LRP Order.