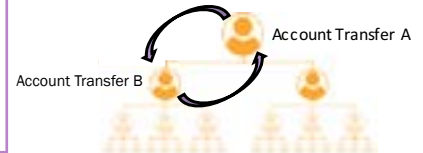


As outlined in the Policy Manual, except as otherwise noted in the Policy Manual a Wellness Advocate may dispose of, sell, transfer, or otherwise assign his or her Distributorship assets in any manner allowed by the Contract and applicable law (including sale, gift, or bequest) with the prior written consent of the Company. This policy regarding Account Transfers applies to requests involving the swapping of accounts. A swap is two Account Transfers involving a Sponsor and a Wellness Advocate in their immediate downline (frontline) in which they exchange positions in the organization and in so doing release all rights, privileges, and responsibilities associated with each position. **All Swap requests must be submitted with completed signatures and are contingent upon Company approval.**

Account Transfer A (current upline)	Account # _____	Account Holder _____
		Co-Applicant Name (if applicable) _____



Account Transfer B (current downline)	Account # _____	Account Holder _____
		Co-Applicant Name (if applicable) _____

**Note:** Account Transfer B must be directly sponsored by Account Transfer A. Crossline Swaps and Swaps across multiple levels are not permitted.

Detailed description of reason for request:

### TERMS AND CONDITIONS

I understand and agree that if the Company approves my requested swap, I am voluntarily relinquishing my current position and hereby release all rights and privileges associated with my current downline, including but not limited to the sponsor and enrollership rights associated with my current downline. I agree that if the Company approves my request, I will be placed into the member's position with whom I am swapping, and I will assume the sponsor and enrollership rights and responsibilities currently held by that individual, just as they will assume mine. I also certify that I have not had beneficial interest in the position that I will be swapping into in a manner that would violate dōTERRA policies, including controlling or operating that account. I agree to abide by the terms of the Policy Manual and understand that there may be a waiting period before dōTERRA makes a determination regarding this request.

Signature of Account Transfer A _____	Date _____	Co-applicant _____	Date _____
Signature of Account Transfer B _____	Date _____	Co-applicant _____	Date _____

### ENROLER APPROVAL

Signature of Enroler (Account Transfer A) _____	Date _____
Signature of Enroler (Account Transfer B) _____	Date _____

\*Please note in order for this form to be submitted successfully it requires a handwritten signature. Please sign where indicated, print, scan and email the document to [placements@doterra.com](mailto:placements@doterra.com)