Wellness Advocate Check List

Event Submission Check List

- Diagram of Booth
- Image of Banner or Poster
- Proof of Paid Space
- Submit Form to compliance@doterra.com

Event Information

- Date of Event ________________
- Name of Event ________________
- Location (City, ST) ________________
- Type of Event ________________

Complete List of Materials at Event

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

*All events submission forms must be submitted at least four (4) weeks in advance of the event.

By submitting this Event Submission Form, I affirm that I have read Section 13.D of the Policy Manual and I acknowledge that I am responsible to comply with those guidelines. I also agree that the facts set forth in this form are true and complete and I have provided the necessary documentation. I understand that if my submission is denied I will not be permitted to participate in representing dōTERRA at this event.

________________________________________________________________________
Member Signature
________________________________________________________________________
Date

For Compliance Use Only

- Diagram of Booth
- Graphic of Banner/Poster
- Reserved Space Proof
- Exclusivity
- Added to Event Calendar

Date Received______________________________
Date Approved______________________________
Compliance Department Approval______________
Marketing Department Approval______________