



## Distributor Ordering Instructions FOR BRAND AMBASSADORS

(You will need a personalized code for placing all of your Distributor orders.)

1. Go over the "Distributor Guidelines" sheet and pre-select the items and quantities you wish to include in your order. Make sure to meet your ordering minimum with basic items from the list. Minimum for all BA orders is \$500.
2. When you are ready to place your FIRST order, email your request for a long-term BA coupon code to this address: [distributorship@sisterlocks.com](mailto:distributorship@sisterlocks.com). This is the code you will use for all future Distributor orders. Keep your code private. It is intended for your distributor use only. **(NOTE: When emailing, make sure to identify yourself as a Brand Ambassador.)**
3. Once you have your code, use this link to gain access to your Distributor Ordering Page: <http://marketplace.sisterlocks.com/category-s/1888.htm>
4. Select your items and place them into the cart.
5. When finished, ENTER YOUR PERSONALIZED COUPON CODE ON THE CHECKOUT PAGE. Your discount will appear ONLY if you have reached your minimum purchase level. *(If you fail to enter your code you will be charged the normal Consultant case prices for your items.)*

### Additional Notes:

- The Distributor Page is hidden from all public and Consultant pages. If you navigate away from it, even to the checkout page, you will have to re-enter the link to get back to it. (You may also use your back arrow to return to the Distributor Page.)
- You may add non-distributor items to any order. Your distributor discount will ONLY be calculated based on the basic distributor items listed in the Guidelines, and it will ONLY be applied once the minimum purchasing level has been met.

