



Sale or Transfer of Organization

Hello, Valued Brand Partner,

We hope you have been enjoying your experience and the benefits of being a Young Living brand partner. Before continuing, please take a moment to read this cover letter and the Sale or Transfer of Organization Form, as well as the Policies and Procedures, for helpful information regarding this process.

There are a few points that we ask you to consider before proceeding:

- Once the transfer has been completed, it will not be reversed for any reason.
- There is a \$50 administration fee for the transfer.

This fee will be applied to the buyer's account as an owing balance and is subject to any applicable taxes.

- The buyer must place at least 100 PV order(s) to qualify for commissions on the newly acquired downline.
- The buyer must have their own account and cannot have a team.

If the buyer does have a team, they must sell or transfer their current team to someone else before taking over a new one.

- Loyalty Rewards, YL Go templates, or other account-based benefits do not transfer from the seller to the buyer's account.
- The buyer's account is moved into the seller's position in the organization.

The seller will remain under their current sponsor without the organization. This way, the original structure and integrity of the organization is not affected.

- The seller and buyer must sign and notarize the Sale or Transfer of Organization Form. *Since the pandemic, we are temporarily allowing an electronic form to be submitted. * With this option, instead of getting the form notarized, the buyer and seller can each send their completed portion of the form, as well as a copy of their picture ID and letter of intent. Please keep in mind that if the seller is a Silver or above and/or has over 10,000 OGV, we are still requiring the original, notarized form to be sent to us. The picture ID option is not available in these cases.*
- The buyer and seller also need to submit letters of intent, which should include a short statement explaining why the seller is transferring their team and how the buyer plans to support and grow the team.

The documents should be submitted together and emailed to euresolutions@youngliving.com.

The request will be presented for approval before the Young Living Review Board.

The Review Board meets on a frequent basis. Failure to receive the completed documents could create a delay in processing. Approval or denial of the transfer is at the sole discretion of Young Living.

- The buyer may be eligible to receive Rank Achievement Bonus based on the seller's max rank.

For example: If the max rank of the seller was Senior Star, the buyer would be eligible to earn only the Rank Achievement Executive and Silver Bonus. If the buyer's rank was higher than the seller's, the buyer will keep their rank.

For any additional questions, we encourage you to email us at euresolutions@youngliving.com.

Sincerely,

The Commission Services Team