

# CONSIGNMENT PROGRAM

STARTS JUNE 1, 2024



## YOUNG LIVING PHILIPPINES CONSIGNMENT GUIDELINES AND TERMS & CONDITIONS AS OF JULY 1, 2024

### PLATFORM REQUESTS

How can I place a consignment request?

To submit a request, visit (<https://ylphsystem.com/request-form>) and complete the form. An email notification for a completed request will be sent to your registered email.

### CONSIGNMENT (minimum of 5 Premium Experience Kits or Inner Wellness Set)

#### 1. EXECUTIVES

Achieved Executives may request a minimum of 5 kits at a time.

- They must have already completely liquidated the kits from the first event request before a second event request may be placed.
- Must have a credit card on file.
- A maximum of 10 kits can be consigned by Executives

#### 2. SILVERS & UP

Achieved Silvers & up may request up to 100 kits at a time.

- They must have already completely liquidated the kits from the first event request before a second event request may be placed.

### **What items are included in the consignment?**

- Premium Experience Set plus Diffuser or Inner Wellness Set
- ER Card
- Canvas Bag
- Enrollee Gift of the Month (varies based on the promo of the month)
- Free Shipping

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## Is there a last day to put in consignment requests for the month?

- All requests for the current month should be placed by the 23rd of the same month.

## What if I have exceeded my enrollments vs requested kits?

- Full liquidation (including additional enrollments) is required and should be updated using the Roadshow Platform. Additional kits can only be sent to one address and will be initiated within 2 working days upon notifying the Roadshow Support team via Roadshow Platform chat support.

## HOW TO ENCODE CONSIGNMENT ENROLLMENTS

### 1. What shipping method option should I choose when processing enrollments on VO under consignment?

All enrollment orders should be processed under the SPECIAL EVENTS SHIPPING METHOD. Incorrect shipping methods may not be counted as part of Consignment Liquidation.

#### Shipping Method

Pick a Shipping Method

- Manila Experience Center ₱0.00
- Pick-up Center Cebu ₱156.25 (1-2 business days)
- Pick-Up Center Baguio ₱156.25 (1-2 business days)
- Special Events ₱0.00

### 2. My consignment enrollee would like to add other oils to their enrollment order, how should I process this?

Any additional items can be processed by the enroller or enrollee by calling our toll-free numbers: **Globe Network: 1-800-8976-3524 Smart & PLDT Network: 1-800-1118-0022** or through Live Help AFTER enrolling on Virtual Office. The shipping costs will be shouldered by the enrollee.

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3. Can I enroll as soon as the kits arrive?

Yes, you may start enrolling as soon as you receive your kits.

4. What if we experienced system issues during enrollment?

You may fill out the jot form for manual enrollment processing using this link:

<https://bit.ly/RoadshowEnroll>

## SHIPPING OF AMMENITIES AND KITS

When can my consignment kits and amenities arrive?

AREA	METRO MANILA	OUTSIDE METRO MANILA
REQUEST DATE	+ 7 DAYS	+ 14 DAYS

Rules & Guidelines:

- Free Shipping will apply to all consigned from YLPH Warehouse to the consignee's registered address.
- Kits can only be sent to 1 address indicated by the requesting member.
- The requesting member will shoulder the return shipping fee for unliquidated kits. Upon delivery of your items, you must take a photo and video of unboxing for any quality-related (missing, damaged, or mispulled items). Please send photos and videos via email to [ylphroadshow@youngliving.com](mailto:ylphroadshow@youngliving.com).

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## LIQUIDATION, RETURNS AND PENALTIES

- Consignees will be given until the end of the month to liquidate their consigned kits.
- Any unliquidated kits should be returned within the same month of request. Unreturned kits will be charged to the consignee by the 5<sup>th</sup> of the following month.
- The requesting member is responsible for shipping (along with shipping fees) the unsold kits back to the Young Living warehouse or Experience Center.
  - For returns, consignees may send their unliquidated kits to the following address:
  - July 1-12, 2024: *(LF Logistics Warehouse) Kenleen international Distribution Incorporated, Noah Paper Mill Compound, Marikina-Infanta Hwy, Brgy Calumpang, Marikina, 1800 Metro Manila Landmark: Beside SM Marikina (Gray Gate) Monday to Saturday 8 am to 5 pm*
  - Starting July 13, 2024 returns should be addressed to Maersk OCF F2CV+J3V, LDC Compound Cervantes St. Bicutan, W Service Rd, Parañaque, Metro Manila *(Monday to Saturday 8 am to 5 pm)*
  - Returns can be sent as well to Manila Experience Center (Manila and nearby consignees) or Davao Experience Center (Mindanao Consignees)
- Unsold items for return should include the following: enrollment kit, diffuser, printed materials, canvas bag, and enrollee gifts.
- Extension requests will be on a case-to-case basis with situations for consideration such as: weather or travel restrictions, health conditions, and known system issues. Any unforeseen issue that will cause an extension of the liquidation deadline should be reported to Consignment support.
- Damaged returned items will be charged to the consignee using the card on file or through bank deposit.

What are the penalties for failure to return unsold kits?

- Unsold kits will be charged to your credit card on file should you fail to respond to notifications and return your on-hand kits following the deadline.
- If there is no credit card on file, you will not be able to consign and may receive a member record from our Conduct Team.
- Young Living reserves the right to withhold commissions should there be a need to augment costs for unsold kits without a credit card on file.