## How to Activate your Pay Portal Account

Step 1: Members will receive an activation email from Hyperwallet with a button they click to begin the activation process. This email will either come from notifications@hyperwallet.com or do.not.reply@hyperwallet.com. If it doesn't show up please check your Junk and/or Spam folders before requesting it be resent.

ESSENTIAL DIL	1NG 5
	Welcome to Young Living Pay Portal
Hello Blue,	
Welcome to Young	Living Pay Portal.
A new online Pay complete the regis	Portal has been created for you. Before you get started, you'll need to tration and activation process. To activate your Pay Portal, simply click the button below. We recommend activating soon as certain fees may apply.
	Activate Account
After activation, yo hyperwallet.com	u can log in to your Pay Portal by following this link: <u>https://youngliving.</u>
Thank you, The Young Living I	Pay Portal Team

IMPORTANT NOTICE: This email was sent from an automated system that will not process any emails sent to that address. If you have any questions concerning this message, do not reply. Instead, contact Young Living Pay Portal customer support.

Step 2: When you click the Activate Account button you will then be asked to verify your account using one of three methods: Phone Number, Distributor ID, or Date of Birth. Click on the option you would like to use to verify your account.

Activate Account Verify Your Account	
Verify my account using my Phone Number	>
Verify my account using my Distributor ID	>
Verify my account using my Date of Birth	>

Step 3: Enter the verification information you selected to use (i.e. Phone Number, Distributor ID, or Date of Birth) in the field then click the Continue button. Note: The verification information you enter must match that information on your Young Living account.

## Activate Account

Verify Your Account

Verify my account	using my		
Phone Number			
Please enter your l	hone Number:		
555555555			
		_	
Continue			

Try a different verification method

Step 4: Verify that all of your personal information displayed on this screen is correct and make any adjustments necessary then click the Continue button.

Activate Profile					
Personal Information					
First Name:	Blue				
Middle Name:					
Last Name:	Tansy				
Date of Birth:	1 T 1 1999 T				
Distributor ID:	Month Day Year 123123				
Phone Number:	555-555-5555				
Home Address					
Country:	United States				
State/Province:	Utah 🔻				
Address Line 1:	123 Main Street				
Address Line 2:					
City:	Lehi				
Zip/Postal Code:	84043				
	Continue				

Step 5: Now you will need to create a password for your account as well as set up your security questions and agree to the Pay Portal Terms and Conditions and Privacy Policy. When creating your Pay Portal password the only requirement is that it must be between 6 and 15 characters and cannot be a password you have used on Pay Portal in the past (in the case of resetting or changing your password).

Activate Account					
Email and Password	Email and Password:				
Email Address:	bluest.Tansey@youngliving.com				
Password:					
Confirm Password:					
Security Questions					
Question One:	First pet v				
Answer One:	Hun E. Bee				
Question Two:	City of birth				
Answer Two:	Gaia				
Legal Agreements					
Hyperwallet:	I have read and agree to the Hyperwallet Electronic Signature and Communications Delivery Policy.				
	I have read and agree to the Hyperwallet Terms and Conditions and Hyperwallet Privacy Policy.				
	Confirm Cancel				

Step 6: Once you have created a password, selected your security questions, and agreed to the Terms and Conditions and Privacy Policy click the Confirm button to finish activating your Pay Portal Account. This will take you to the main landing page of your Young Living Pay Portal account.



Step 7: In order to finish your account activation you need request a virtual or physical prepaid card. Click the Continue button on this landing page to begin the process of requesting a prepaid card.

Home Transfer History Resources Se	ttings
Request Card	
Request Your Card	The second second
Request a prepaid card today. It's the preferred way to get paid: • Simple and easy to use • Instant access to your funds • Accepted by over 30 million merchants worldwide	<text></text>
	VISA VISA

Step 8: Select which type of prepaid card you would like. The left hand option is a Virtual card. Please keep in mind that the virtual card can only be used for online purchases. The right hand option is a physical card that will be mailed to you that your commission funds will be loaded onto each month you receive a commission payout.

## Prepaid Card

Request a Prepaid Card today.

Visa Virtual Account Visa Virtual Account	HICCOLLES SL7A GOLO
Select	Select

Step 9: Please verify again that your personal information and Address are correct and the links to the Card Holder agreements are at the bottom of the page for you to review.

You are requesting a Virtual	Prepaid Card that can be used	I for online purchases only. PLEASE NOTE that you will not receive a physica
ersonal Information	1	
First Name:	Blue	
Middle Name:		
Last Name:	Tansy	
Phone Number:	555-555-5555	
Date of Birth:	1 1 1	1999 🔻
	Month Day Yes	ar

Country:	United States	Ŧ	
State/Province:	Utah	•	
Street:	123 Main Street		
City:	Lehi		
Zip/Postal Code:	84043		
Agreement			
	METABANK Electronic     METABANK Privacy Pol	Communications Agreement licy	
	<ul> <li>Young Living Pay Porta</li> </ul>	al USD VISA Cardholder Agreement	

Step 10: Once you have verified your personal information and reviewed the various agreements, click the Continue button.

Step 11: Confirm all of the information shown is correct and click the Confirm button.

Prepaid Card	
Confirm Your Information	n
First Name: Last Name: Date of Birth:	Blue Tansy Jan 1, 1999
Address Information	
Card Holder Address:	123 Main Street Lehi, UT, 84043 United States
Co	nfirm

Step 12: Next you will be shown your prepaid card number and you will have to agree to the various agreements by checking the box next to each of them and then clicking the Continue button.

Prepaid Card VISA \$0.00 USD	Activate Card Your prepaid card is ready to activate.	
	To activate your card you are required to accept the Cardholder Agreement. Please scroll and review the entire Cardholder Agreement and confirm acceptance by clicking the checkbox and the selecting the Confirm button.	your
	Card Number: 4489750056247689	
	Agreement: I have read and agree to the METABANK Electronic Communications Agreement.	
	<ul> <li>I have read and agree to the METABANK Privacy Policy.</li> </ul>	
	Continue	

Step 13: Your account has been successfully activated and you will end up at your account landing page that will display your card details as well as the current balance on your prepaid card.

Young Living	Home Transfer History Resources Settings	Logout
	My Cards Upgrade Card	
Prepaid Card VISA \$0.00 USD	Your account is successfully activated My Cards	
	Card Number:         4489750056247689           Cardholder Name:         Blue Tansy           Expiration Date:         2021-01-31           CVV:         739	\$0.00 USD Action → Visa Vita Account wisa 7 500 0000 Visa Vita 0000 0000 Visa Vita 0000 0000