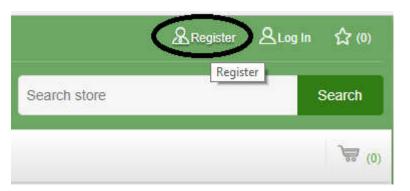
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# DISTRIBUTOR REGISTRATION VIA B2C WEBSITE

### Open B2C website via browser

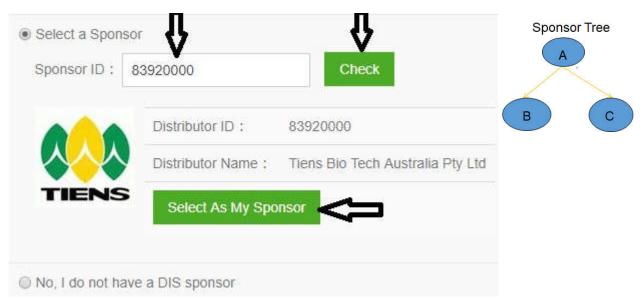
Australia <a href="http://web.au.tiens.com/">http://web.au.tiens.com/</a> New Zealand <a href="http://web.nz.tiens.com/">http://web.nz.tiens.com/</a>



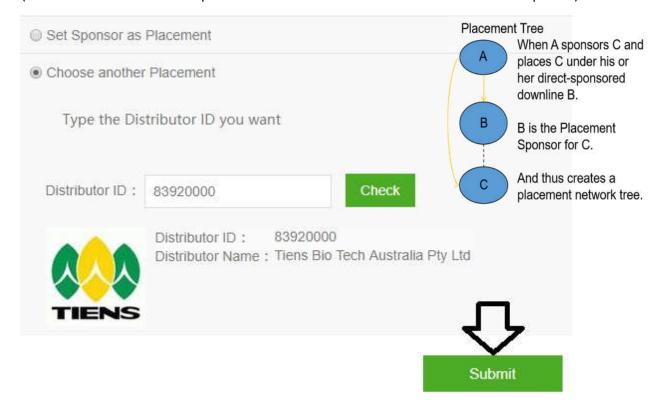


## Specify your Direct Sponsor ID and then your Placement Sponsor ID

(Please note: The Placement Sponsor must be in the downline network of the Direct Sponsor)



(Please note: The Placement Sponsor must be in the downline network of the Direct Sponsor)



# SETTING UP YOUR PASSWORD

**Entering an email ID is very important.** This email ID will be used to set up and verify your account, recover your password and keep you informed about your Tiens business. (If you want to register more than one Tiens Distributorship you will need separate email IDs for each new Distributorship. The email ID is the unique identifier for each Distributorship)

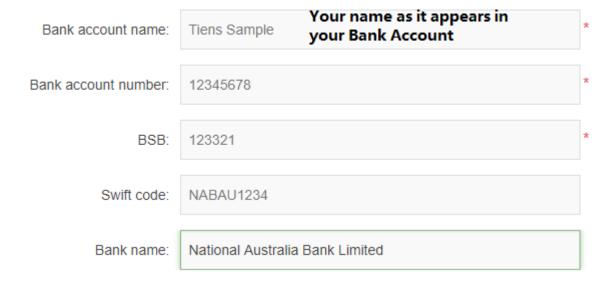
# Password: Confirm password: Used to access your Distributor account \* Confirm password: Payment password: Used to access your E-Wallet \* Confirm payment password: \*

# **ENTER YOUR PERSONAL DETAILS**

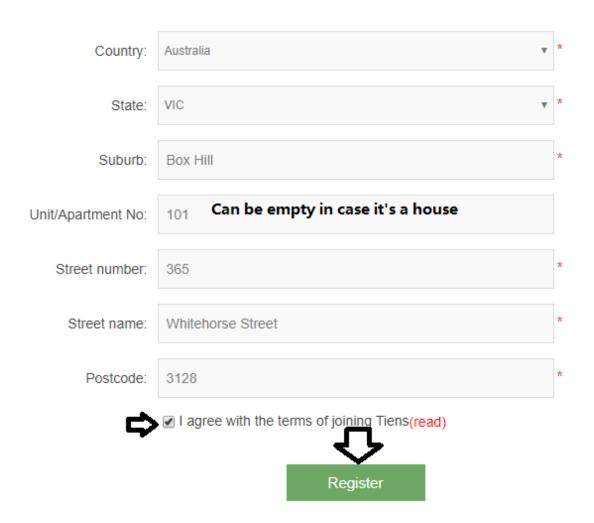
Most fields are auto-filled, you only need to confirm that both Sponsor and Placement ID are correct

# Your Personal Details Sponsor ID: 83920000 Sponsor name: Tiens Bio Tech Australia Pty Ltd Placement sponsor ID: 83920000 Placement sponsor name: Tiens Bio Tech Australia Pty Ltd AU800000 Shop ID: Individual Company Customer first name: Tiens Last name: Sample Date of birth: 3 1995 August Gender: Male Phone: 0412345678 Identification type: Passport No Identification number: E10123456 Spouse first name: Tiens Spouse last name: Bride

# ENTER YOUR BANK DETAILS

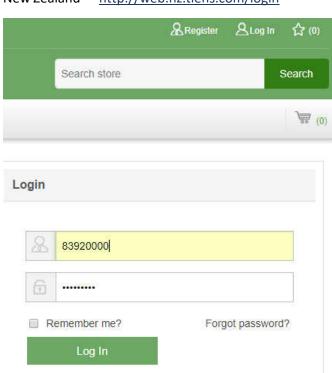


# ENTER YOUR BILLING AND DELIVERY ADDRESS

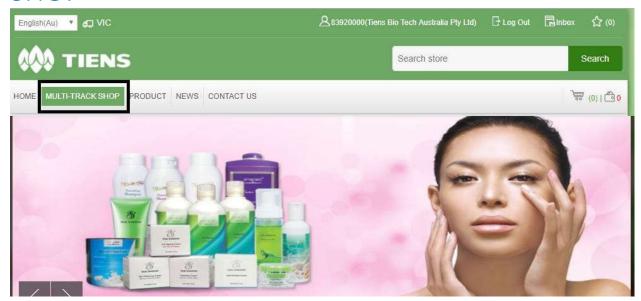


# LOGGING IN WITH YOUR DISTRIBUTOR ID AND PASSWORD

Australia <a href="http://web.au.tiens.com/login">http://web.au.tiens.com/login</a>
New Zealand <a href="http://web.nz.tiens.com/login">http://web.nz.tiens.com/login</a>



# ENTERING YOUR INITIAL ORDER — MULTI-TRACK SHOP



# SETTING UP AN AUTOSHIP PLAN

# Create AutoShip Plan

The easiest way to keep your valuable account active

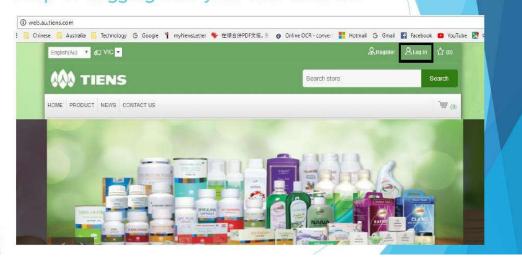
# AutoShip - what is it and why be on it?

- CONVENIENCE: Have your favourite products automatically sent to you each month.
- FLEXIBLE: You can change the product and/or shipping date at any time to meet your needs.
- There are multiple benefits to being on <u>AutoShip</u> as opposed to randomly placing orders. Whether you're happy using the products or building a secondary income, either way being on AutoShip means:
- Dietary supplements and skin care products need to be used on a regular basis to get the full benefits, AutoShip ensures you never run out of stock and can maintain your regime or program.

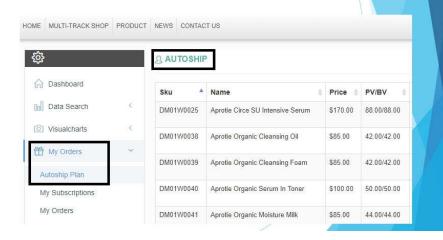
# AutoShip - what is it and why be on it?

- 2. It ensures you always maintain your 'active status' by automatically ordering every 4 weeks. Once you place an order for 50 PV select the autoship weekly cycle required Week 1, 2, 3 or 4 and it will always ship during that week, every month.
- 3. You never miss out on commissions from the people below you as your friends & family join you (inactive Distributors do not earn commissions active Distributors will accumulate the personal and group sales volumes indefinitely so they can qualify at higher levels).
- 4. Save time every month as orders are automatically placed without the need to spend time placing orders.
- 5. Use it to plan regular deliveries for loyal customers to ensure they always receive the products they know and love.
- 6. This allows you to plan your weekly/ monthly sales goals for yourself and your group so that everyone wins.
- AUTOSHIP IT'S FREE & EASY TRY IT TODAY!

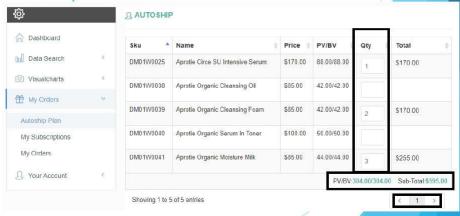
# Step 1: Logging into your B2C account



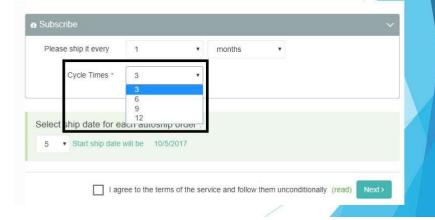
## Step 2: Open AutoShip setup page



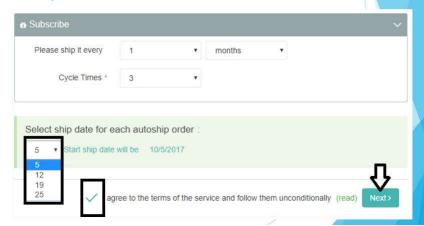
Step 3: Enter the numbers to be ordered for each product

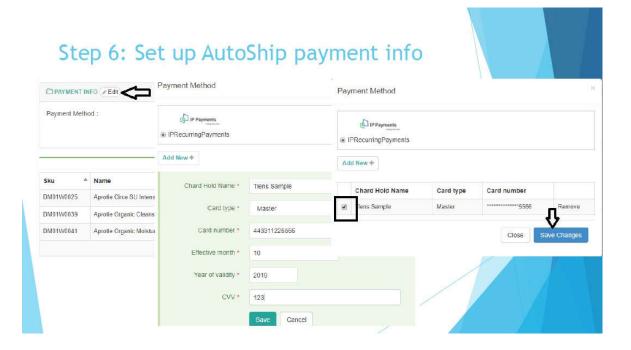


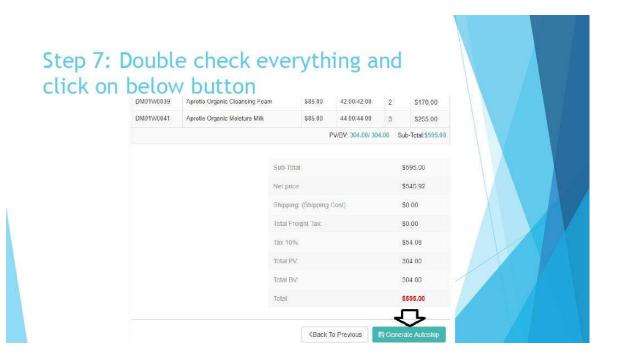
Step 4: Select the lifetime (month) of AutoShip plan



Step 5: Select the date to deliver your ordered products

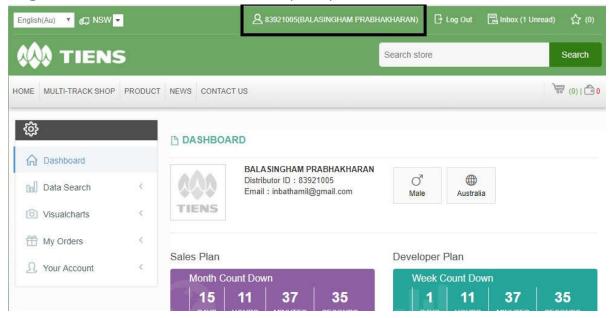




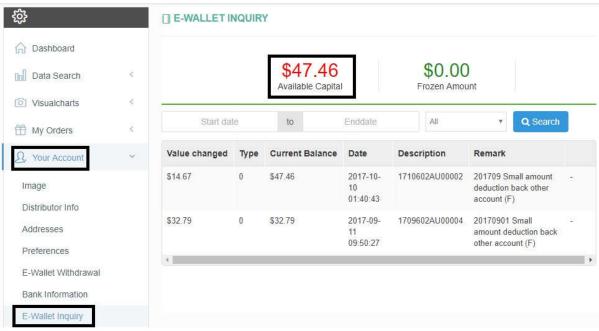


# **USING YOUR DISTRIBUTOR E-WALLET**

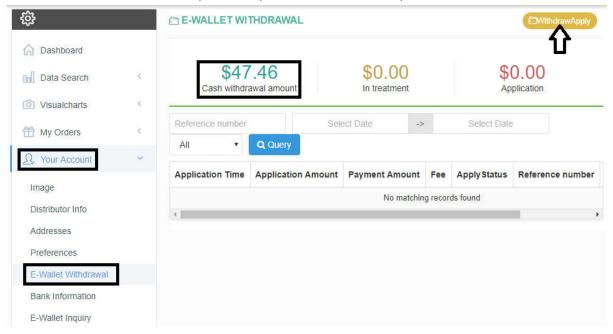
Login into the B2C website and open your dashboard



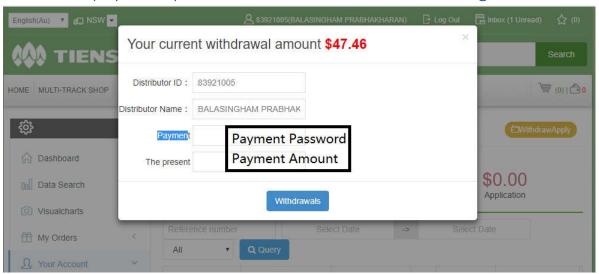
## Click on "E-Wallet Inquiry" to check your e-wallet



### How to transfer money from your e-wallet to your bank account

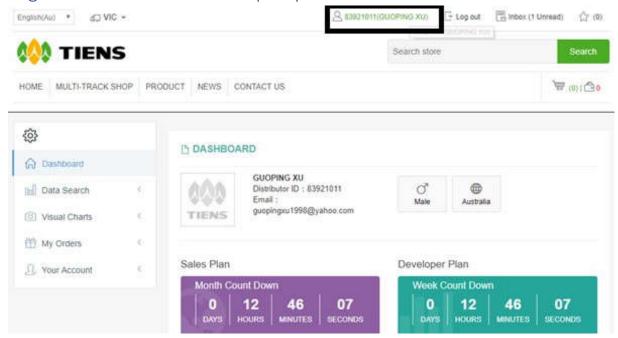


## Just enter payment password and withdraw amount to get it done

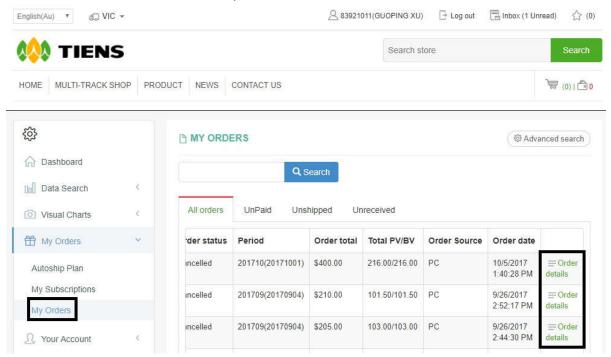


# DOWNLOADING INVOICES FROM THE WEBSITE

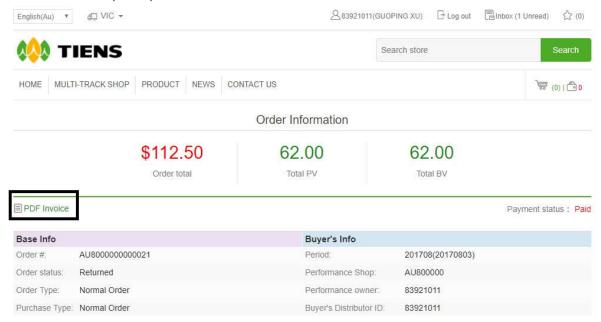
Login into B2C website and open your dashboard



#### Click on the mean item 'My Orders' and then on 'Order Details'



# Click on the action icon 'PDF Invoice', it will be downloaded automatically to your local folder



If you have any suggestions about how we can improve your transaction experience or any questions about accessing the B2C web please write to <a href="mailto:customercare.au@tiens.com">customercare.au@tiens.com</a> in Australia or customercare.nz@tiens.com in New Zealand