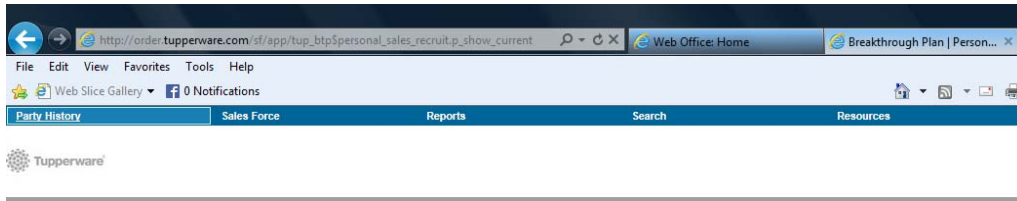
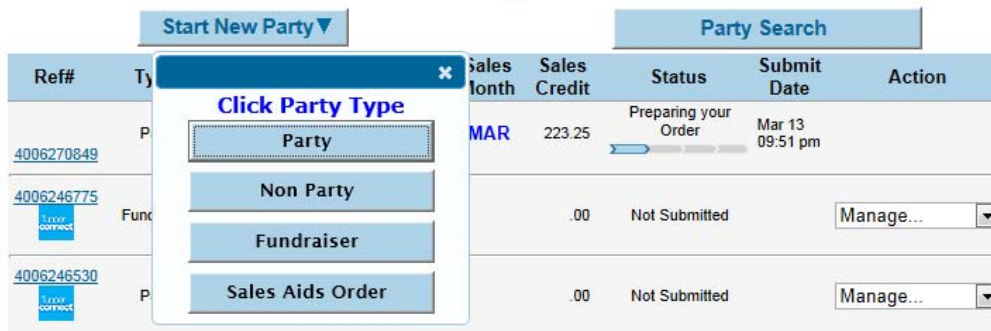


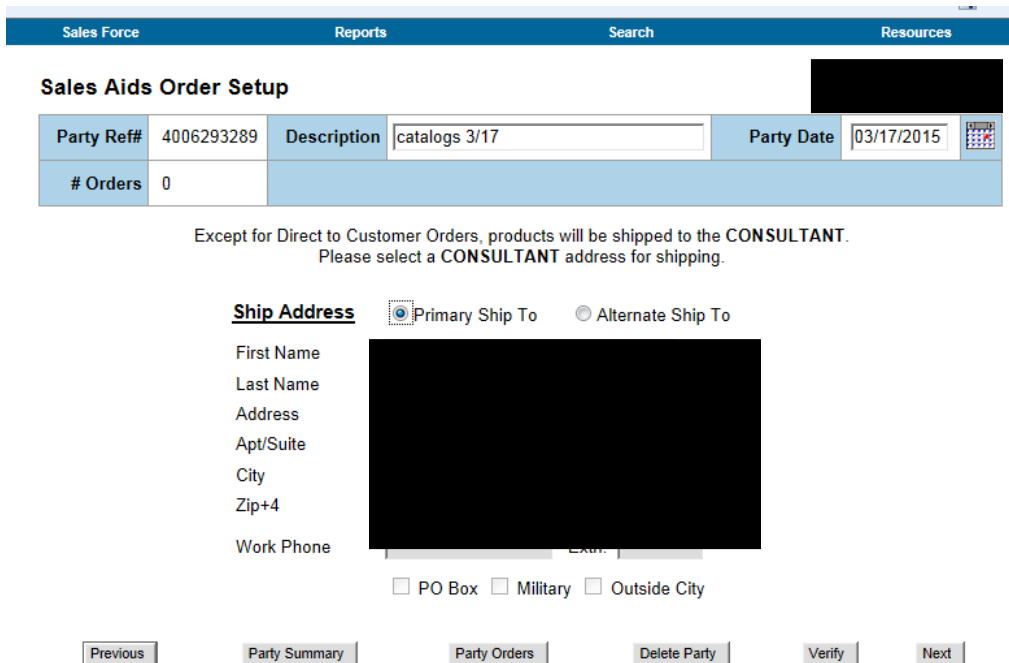
To place a sales aids order...go to your party history screen:



Click on the "Start New Party", and choose "sales aids order":



Do the party set up like you normally do – party description and party date. Because this is a sales aids only order, it is going to default to your (the consultant's) primary or alternate shipping address. Choose which one you want it to go to, then click next.



Again, the order is going to default “consultant” with no ability to change it. Verify the address again, then click “next”.

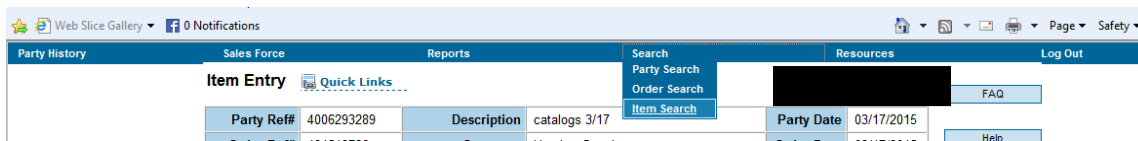
<b>Party #</b>	4006293289	<b>Description</b>	catalogs 3/17	<b>Party Date</b>	03/17/2015
<b>Order #</b>					

This order is for:  Customer  Consultant

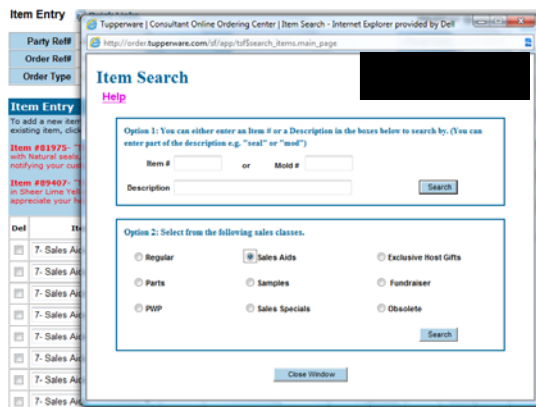
This is the page where you’ll enter the sales aids item numbers that you want to order, just like you would a regular order, but notice that the item type is “sales aids” – that is the ONLY thing that you’ll be able to order on this page/order type:

Del	Item Type	Item	Description	Qty	Cost	Cost Total	Retail Price	Retail Total
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				
<input type="checkbox"/>	7- Sales Aids	<input type="text"/>		<input type="text"/>				

If you don’t know the item numbers for the catalogs, flyers, magnets, etc., that you’re trying to order, go up to the top of the page, click on “search”, then “item search”:



Since we’re doing a “sales aids only” order, click on the “sales aids” button in option 2 of the search screen, then click “search”:



This is the box that opens, listing all of the available sales aids to order. They come up listed in numerical order, which doesn't help me at all! I know that sales flyers currently cost \$3.00, and catalogs are \$10.00, so I click on the "cost" button to sort the items by price:

**Item List**

Help Search Description For:  [Locate](#)

Item	Description	Item Type	Retail	Cost
6003	Magnet:Vent 'N Serve(Tm)/5	Sales Aids	.00	3.75
6004	Rocker Scoop /Set Of 5	Sales Aids	.00	2.50
6015	Polybag-Small/Pack Of 10	Sales Aids	.00	.90
6023	Keychain Eco Water Bottle/5	Sales Aids	.00	4.00
6029	Keychain-Shape-O(R)Toy /5	Sales Aids	.00	4.00
6030	Catalog-Spring '15/Eng(1)	Sales Aids	.00	.60
6031	Catalog-Spring '15/Spa(1)	Sales Aids	.00	.60
6039	Sock Sorter Set/16/	Sales Aids	.00	1.25
6040	Catalog-Spring '15/Eng(20)	Sales Aids	.00	10.00
6041	Catalog-Spring '15/Spa(20)	Sales Aids	.00	10.00
6056	Party Planning Envelope/5	Sales Aids	.00	1.00

[Retry Search](#) [Close Window](#)

Key in the item numbers and quantities that you need, then click the verify button to make sure that your order is complete:

Del	Item Type	Item	Description	Qty	Cost	Cost Total	Retail Price	Retail Total
<input type="checkbox"/>	7- Sales Aids	076148	POLYBAG-LARGE/PACK OF 10	2	1.80	3.60	.00	.00
<input type="checkbox"/>	7- Sales Aids	076406	BROCHURES-MID MAR'15/ENG (20)	1	3.00	3.00	.00	.00
<input type="checkbox"/>	7- Sales Aids	076220	DATE ME PLANNER-2015/ENG	1	3.50	3.50	.00	.00
<input type="checkbox"/>	7- Sales Aids							
<input type="checkbox"/>	7- Sales Aids							
<input type="checkbox"/>	7- Sales Aids							
<input type="checkbox"/>	7- Sales Aids							
<input type="checkbox"/>	7- Sales Aids							
<input type="checkbox"/>	7- Sales Aids							
<input type="checkbox"/>	7- Sales Aids							

[Previous](#) [Next 10 Items](#) [Verify](#) [Next](#)

Once you have everything that you want ordered, click “next”. Then you’ll come to your order summary page, listing your shipping address, ordered items, your sales credit and cost:

Sold To		Ship To							
[Redacted]									
Hide Consultant Detail									
Order Detail						Consultant Cost		Sales Credit	
Item Type	Item#	Description	Qty	Price	Total	Price	Total	Price	Total
Sales Aids	6148	Polybag-Large/Pack Of 10	2	\$0.00	\$0.00	\$1.80	\$3.60	\$0.00	\$0.00
Sales Aids	6406	Brochures-Mid Mar'15/Eng(20)	1	\$0.00	\$0.00	\$3.00	\$3.00	\$0.00	\$0.00
Sales Aids	6220	Date Me Planner-2015/Eng	1	\$0.00	\$0.00	\$3.50	\$3.50	\$0.00	\$0.00
Sales Aids	6040	Catalog-Spring '15/Eng(20)	1	\$0.00	\$0.00	\$10.00	\$10.00	\$0.00	\$0.00
					<b>Total</b>	<b>\$0.00</b>	<b>\$20.10</b>	<b>Total</b>	<b>\$0.00</b>

Consultant Cost Summary	
Retail Product	\$0.00
Samples	\$0.00
Sales Aids	\$20.10
<b>Product Subtotal</b>	<b>\$20.10</b>
Shipping & Handling	\$7.25
<b>Shipping &amp; Handling Subtotal</b>	<b>\$7.25</b>
Tax 8.000%	\$2.19
<b>Tax Subtotal</b>	<b>\$2.19</b>
<input type="checkbox"/> Change for the Better - Round up to the next dollar	
<b>Total Consultant Amount Due</b>	<b>\$29.54</b>

Previous Next

Once you have everything the way that you want it, click “next”. You’ll be taken to the party submittal page, where you can once again verify your order or go back to the order screen to change anything.

**Party Authorization is NOT SUBMITTED.**

Party Ref#	4006293289	Party Date	03/17/2015	Description	catalogs 3/17
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Orders			Customer Summary					Consultant Summary				
Order Number	Shipping Number	Customer	Total	Shipping	Sales	Customer	Credit	Consultant	Shipping	Sales	Consultant	Sales
			tail	Handling	Tax	Due Amt	Card	Cost	Handling	Tax	Due Amt	Credit
181548726	181548722	[Redacted]		7.25	0.58	7.83	0.00	20.10	7.25	2.19	29.54	0.00
<b>Totals===== &gt;</b>			<b>0.00</b>	<b>7.25</b>	<b>0.58</b>	<b>7.83</b>	<b>0.00</b>	<b>20.10</b>	<b>7.25</b>	<b>2.19</b>	<b>29.54</b>	<b>0.00</b>

**Products**

Coupons Redeemed	none	Cash N Carry Redeemed	.00
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Consultant Amount Due Summary		Gross Profit Potential	
Consultant Cost - Total	\$20.10	<b>Party Costs</b>	
Shipping & Handling	\$7.25	Total Retail	\$0.00
Tax	\$2.19	Consultant Cost	\$0.00
<b>Subtotal</b>	<b>\$29.54</b>	<b>Gross Profit from this party</b>	<b>\$0.00</b>
Customer Credit Card Payments	\$0.00	<b>Business Expenses</b>	<b>Cost</b>
<b>Total Balance Due</b>	<b>\$29.54</b>	Sales Aids	\$20.10
		<b>Subtotal</b>	<b>\$20.10</b>
		<b>Total Business Expenses</b>	<b>\$21.71</b>
		<b>Net Profit Potential</b>	
		Gross Profit from this party	\$0.00
		Less Other Expenses	-\$21.71
		<b>Total Profit Potential</b>	<b>-\$21.71</b>

**Consultant Payment**

[Party Summary](#)

Payment Amount: \$ 29.54

Debit Card  Select an existing Credit Card

If your order is complete, scroll down the page to enter your payment information.

**Consultant Payment** [Party Summary](#)

Payment Amount: \$ 29.54

Existing Card  New Card

Card Type: Tupperware Card Number: [redacted]

Do not store credit card information

Billing Address  Same as Mail To Address  Same as Ship Address

First Name [redacted]  
Last Name [redacted]  
Address [redacted]  
Apt/Suite [redacted]  
City [redacted]  
Zip [redacted]  
Email [redacted]  
Home Phone [redacted]  
Work Phone [redacted]

PO Box  Military

Click the "submit party" button, and enter your password again to finalize and submit the order.

Shipping & Handling	\$7.25	Total Retail	\$0.00
Tax	\$2.19	Consultant Cost	\$0.00
Subtotal	\$29.54	Gross Profit from this party	\$0.00
Customer Credit Card Payments	\$0.00	Business Expenses	Cost Tax
Total Balance Due	\$29.54	Sales Aids	\$20.10 \$1.61
		Subtotal	\$20.10 \$1.61
		Total Business Expenses	\$21.71
		Net Profit Potential	
		Gross Profit from this party	\$0.00
		Less Other Expenses	-\$21.71
		Total Profit Potential	-\$21.71

**Consultant Payment** [Party Summary](#)

Payment Amount: \$ 29.54

Existing Card  New Card

Do not store credit card in

Billing Address  Same as Mail To Address  Same as Ship Address

First Name [redacted]  
Last Name [redacted]  
Address [redacted]  
Apt/Suite [redacted]  
City [redacted]  
Zip [redacted]  
Email [redacted]  
Home Phone [redacted]  
Work Phone [redacted]

PO Box  Military

**Enter Password**

Please re-enter your My Sales Password: [redacted]

Once you click submit your card will be charged and no changes can be made to the order.