



**VESTIGE**

wish you wellth

# GLOBAL ONLINE JOINING PROCESS GUIDE

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*Through Mobile POS App & [shop.myvestige.com](http://shop.myvestige.com)*

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## Introduction

A distributor can easily add a downline either directly under him/her or any of his/her direct downlines. This guide will help distributors all over the world to easily do joining using the Vestige POS mobile app or the [shop.myvestige.com](http://shop.myvestige.com) website.

To successfully add a distributor through Vestige POS app or through [shop.myvestige.com](http://shop.myvestige.com) website, a distributor should refer to the respective processes laid down in the following pages for their convenience.

This guide will help the distributors to get acquainted with the joining process and, in case of any assistance, they can contact the Vestige IT helpdesk on [online.vestige@gmail.com](mailto:online.vestige@gmail.com). Please note that for example, we have selected Saudi Arabia as the test country. **The online joining process will be same for all countries.**

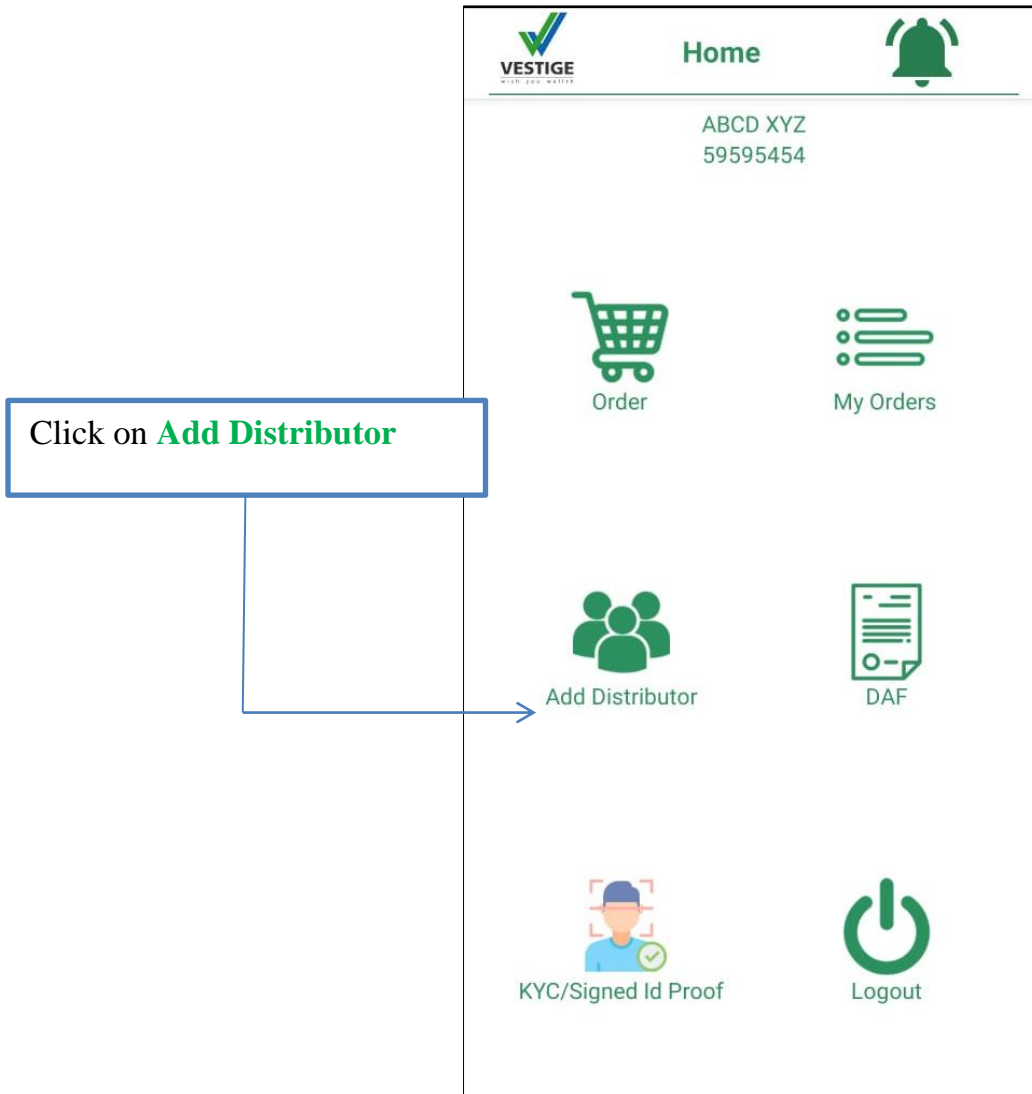
Please follow the steps carefully and keep joining more distributors to grow your business and rise higher on the success ladder.

## Chapter 1:

### Joining through Vestige Mobile POS App

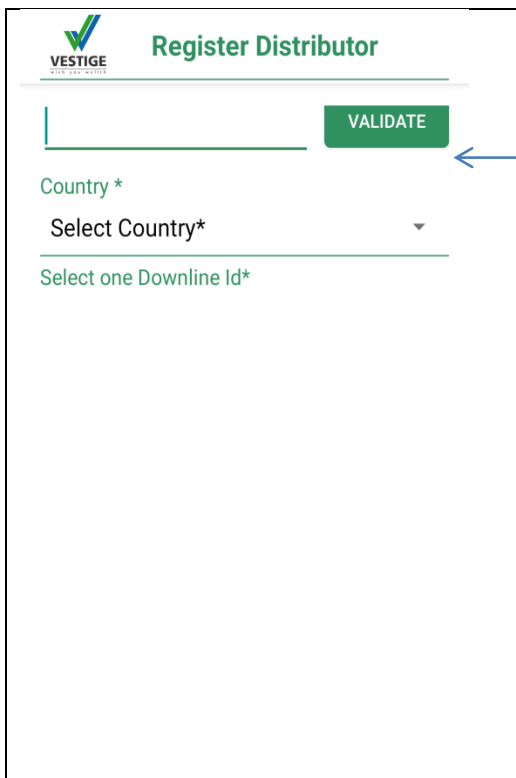
One can download Vestige POS app, which is a one-stop solution to order products and manage joining, from Google Playstore for Android phones or Apple App Store for iPhones. The Vestige POS app is supported in all smartphones and is extremely easy to use.

Once a distributor will login to their dashboard they can see different options available on the app.



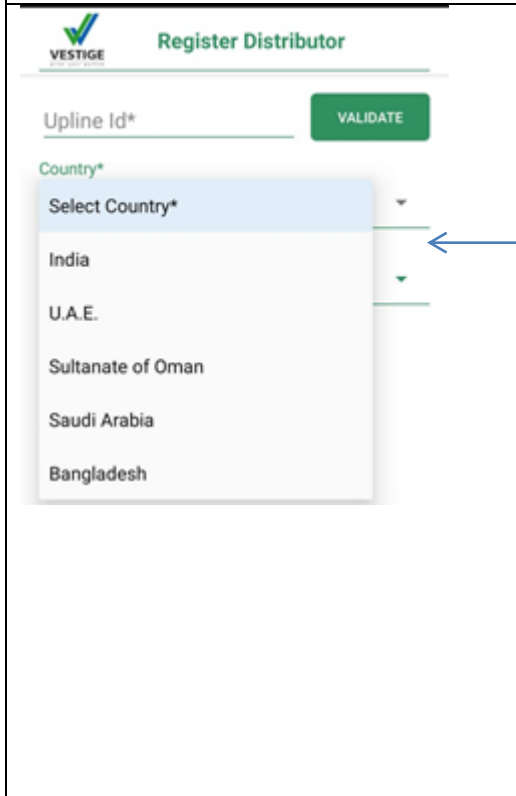
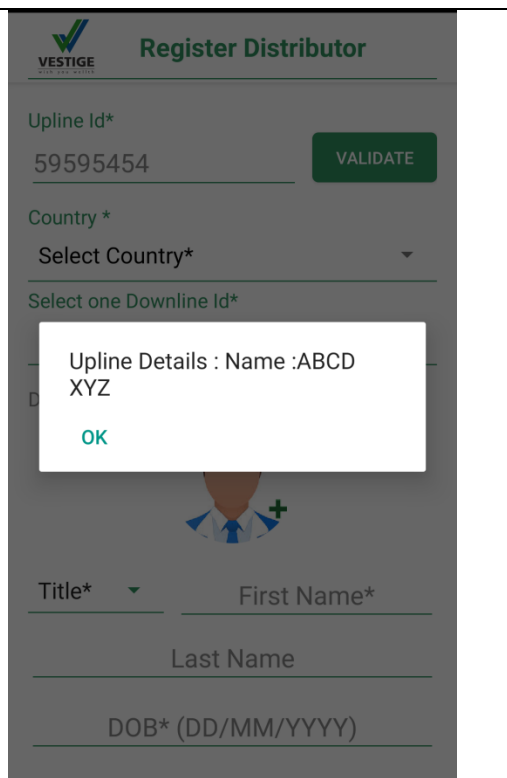
Clicking on the **Add Distributor** icon will help the distributor to add a downline through the POS app.

In the **Add Distributor** section a new window will come up with **Register Distributor** heading.



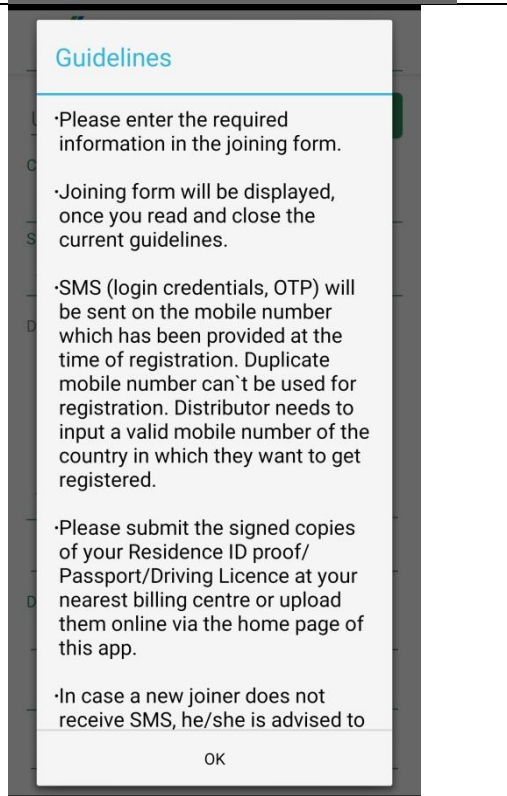
Enter the upline ID here under which the downline will be added

Upline details will pop up, click on "OK" to continue



Tap on the **Select Country** drop down menu and select the desired country, eg, **Saudi Arabia**

Based on the selection of country, the country specific guidelines will pop up, which must be approved by clicking on **OK**.



Upline Id\*  
59595454 VALIDATE

Country \*  
Saudi Arabia

Select one Downline Id\*

Select one Downline Id\*

59400986

59231002

59379400

59549384

59729455

59610672

59161685

Select an auto-generated ID or use a customised one

Enter name, date of birth and other details of the distributor.

59400986

Distributor:

Title\* First Name\*

---

Last Name

---

DOB\* (DD/MM/YYYY)

Once the mobile number has been entered, an automated one time password (OTP) will be sent to the number and the downline will have to confirm the OTP on the next screen. Without an OTP confirmation, the downline cannot be added.

Title\* First Name

Mrs. Test

---

Last Name

User

---

DOB\* (DD/MM/YYYY)

12/11/1980

---

966 Mobile\*

---

Please fill Email ID\*

1	2	3	-
4	5	6	⌵
7	8	9	⌫
,	0	.	→

Enter the mobile number here

Enter the OTP here. After the OTP is used to verify the mobile number, there will be a verified icon beside the phone number.

Verification Code

Enter OTP

VERIFY OTP

Resend OTP?

Once the OTP is verified, the app will allow entering other details. If the OTP is not verified, or exited, the application form will not be saved.

DOB\* (DD/MM/YYYY)

12/11/1980

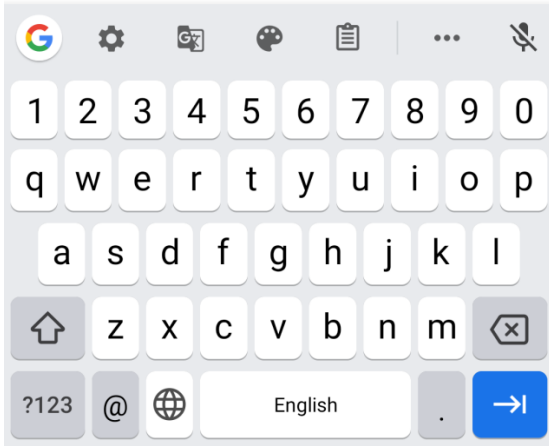
ISD Code Mobile\*

966

888888888

Please fill Email ID\*

saudiarabia@myvestige.com



Enter email ID here

Register a nominee in the app

Unless the checkbox is ticked and selected, the form cannot be saved.

Nominee:

First Name

Last Name

DOB (DD/MM/YYYY)

Relationship

Address 1

Address 2

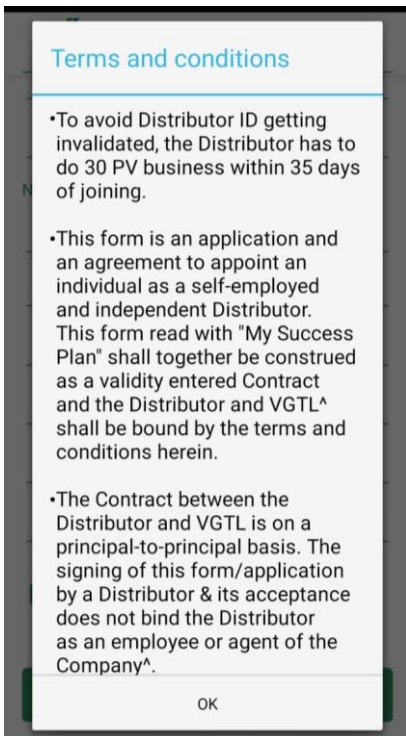
I have read and agree to the [terms and conditions](#)

RESET

SAVE

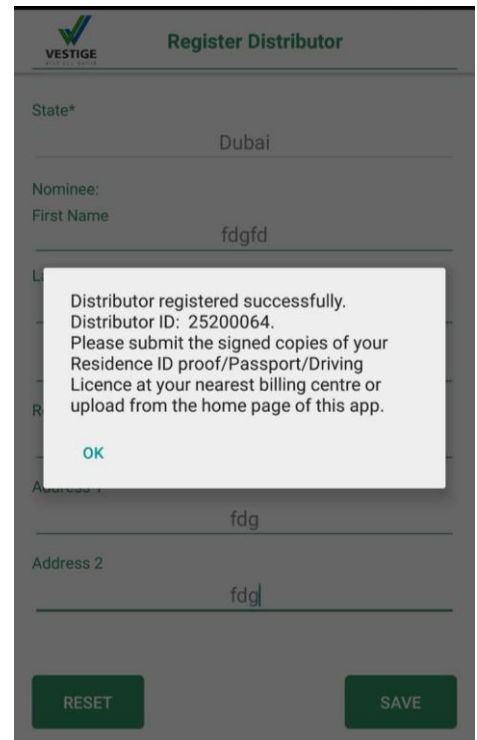
**It is important to read the terms & conditions and accept.**

Once your email ID is entered, you can enter the nominee details.

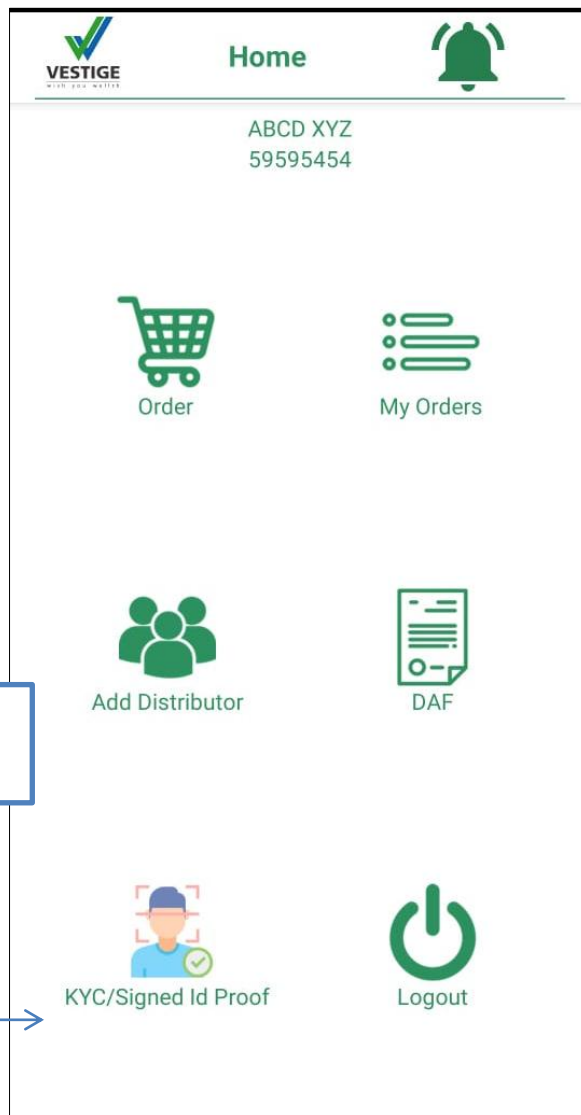


Accept the terms & conditions on the pop up by clicking **OK**

Successful distributor registration popup will appear to inform that the process is over. The documents must be uploaded from the home page of the app.



The distributor, once added on the app, can start adding downlines, however, they can order products only after they upload their ID proof on the app.



Upload the ID proof by tapping on this icon.

## Chapter 2:

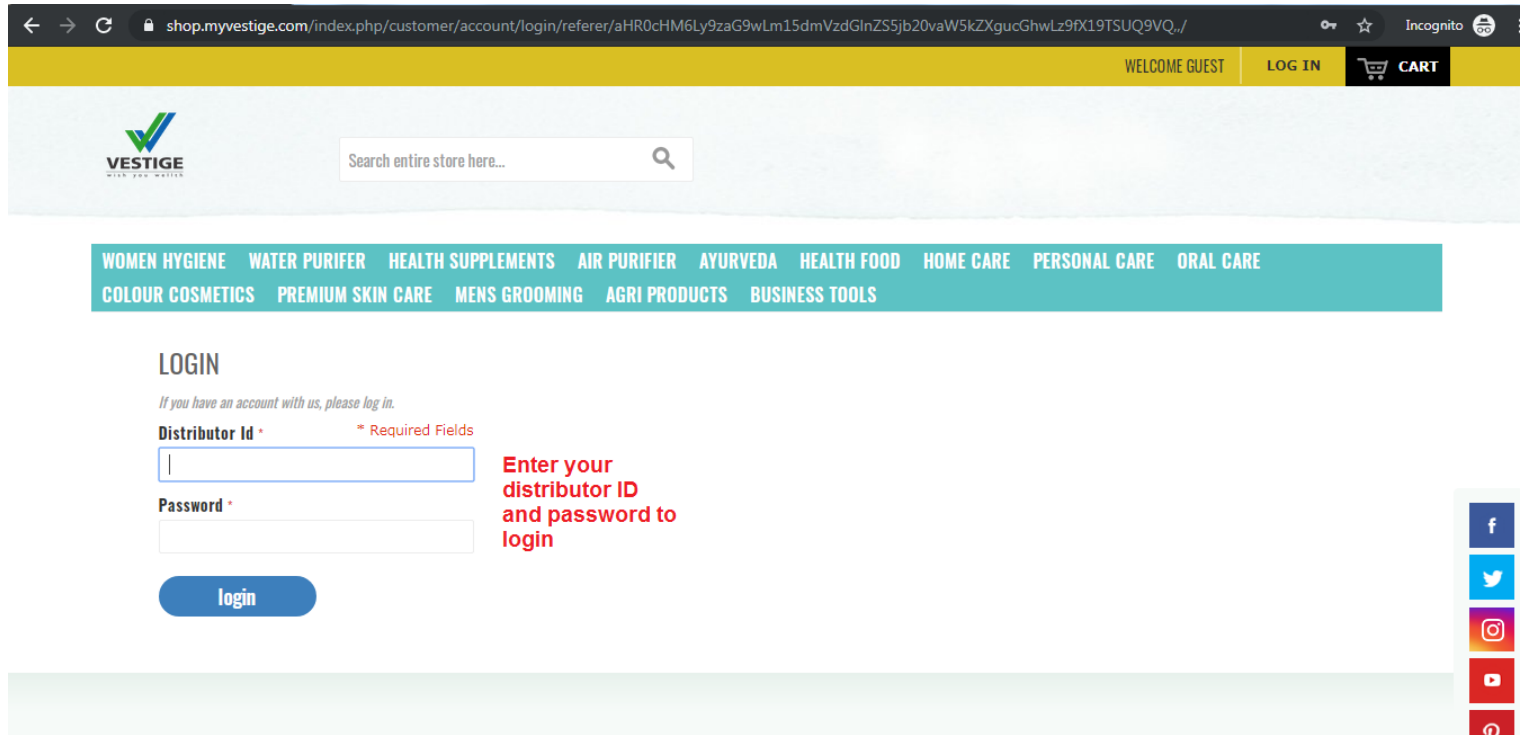
### Joining through shop.myvestige.com

To do joining from <https://shop.myvestige.com> you have to open the link in your browser by typing the URL.

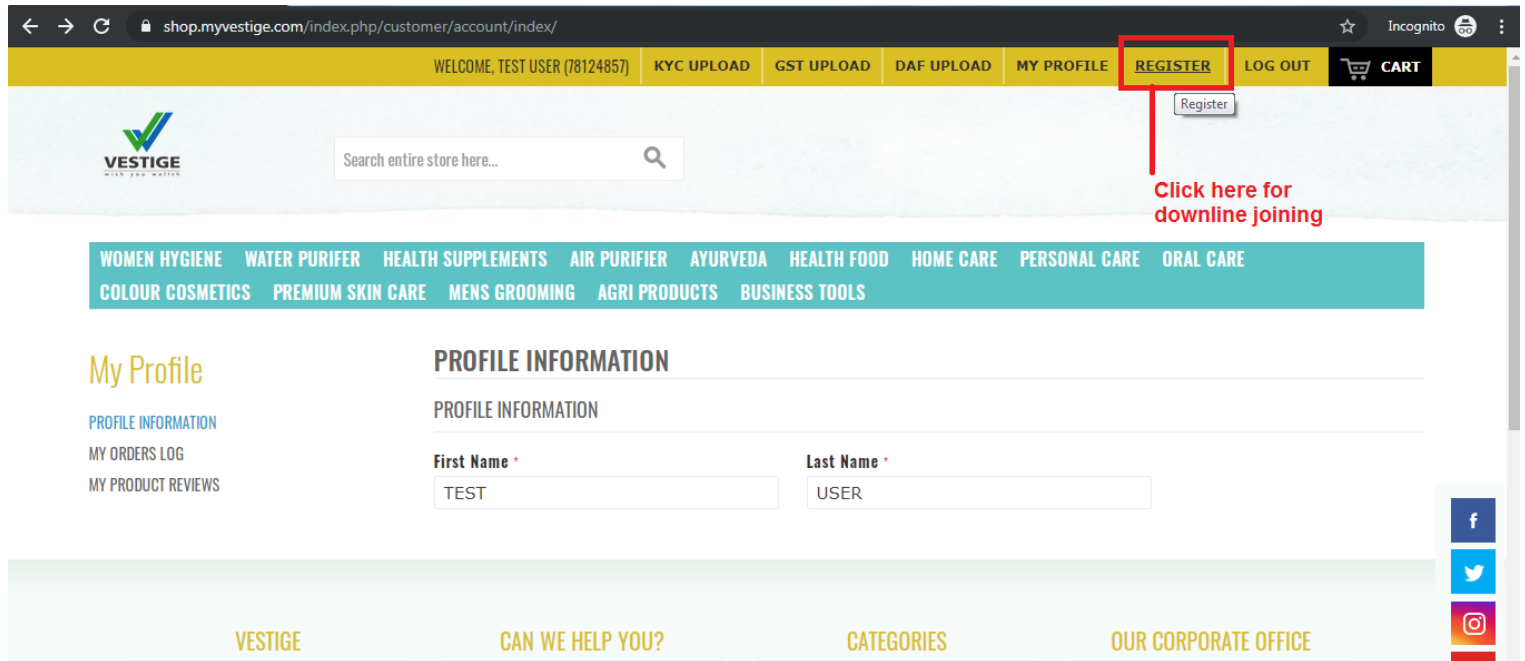
Click on the **LOG IN** icon on the top-right corner.

The screenshot shows a web browser window with the address bar containing 'shop.myvestige.com'. The page header is yellow and features the text 'WELCOME GUEST' and a 'LOG IN' button highlighted with a red box. A red arrow points from the 'LOG IN' button to the text 'Click here to login' below it. The main content area has a teal navigation bar with categories: WOMEN HYGIENE, WATER PURIFIER, HEALTH SUPPLEMENTS, AIR PURIFIER, AYURVEDA, HEALTH FOOD, HOME CARE, PERSONAL CARE, ORAL CARE, COLOUR COSMETICS, PREMIUM SKIN CARE, MENS GROOMING, AGRI PRODUCTS, BUSINESS TOOLS. Below this is a large advertisement for 'dentASSURE GANO TOOTH PASTE'. The ad features the Vestige logo, the text 'Not just a toothpaste, it is GANO TOOTH PASTE!', and 'DENTASSURE GANO TOOTH PASTE'. It also includes the tagline 'Add strength to your oral and overall health with goodness of Ganoderma mushroom' and images of the toothpaste tubes and Ganoderma mushrooms. Social media icons for Facebook, Twitter, Instagram, YouTube, and Pinterest are visible on the right side of the ad. The browser's address bar at the bottom shows the URL: 'https://shop.myvestige.com/index.php/customer/account/login/referer/aHR0cHM...'.

After clicking the link, the login page will appear where the distributor ID and password must be entered to login.



After the correct user name and password are entered, the distributor can visit the dashboard, where they can see the **REGISTER** icon on the top. Clicking on the link will help the distributor to add an upline.



On the distributor registration page, the distributor needs to enter the ID of the upline under whom the new joining will be done. In case the distributor wants to add a direct downline, then they can enter their own ID in the “Upline Distributor Id” text box.

The screenshot shows the distributor registration page. At the top, there is a navigation bar with the Vestige logo and a search bar. Below this is a teal navigation bar with various product categories. The main heading is "DISTRIBUTOR REGISTRATION". The form contains several fields: "Upline Distributor Id", "First Name", and "Last Name". The "Upline Distributor Id" field is highlighted with a red border. A red arrow points from this field to a text box containing the instruction: "Enter the distributor's immediate upline ID or your own ID if you want the joining below you". Below these fields is a "DOWNLINE DETAILS" section with a "Select Country" dropdown, a "Downline Id" dropdown, and a "refresh" button. At the bottom, there are labels for "Title", "First Name", "Last Name", and "DOB".

The system will find the upline’s details and show them on the screen.

This screenshot shows the same distributor registration page, but now the "Upline Distributor Id" field is populated with the value "59595454". The "First Name" field is also populated with "ABCD" and the "Last Name" field with "XYZ". A red box highlights these three fields. A red arrow points from the "Upline Distributor Id" field to a text box containing the instruction: "After entering the upline ID the name will automatically fetched." The rest of the page layout, including the navigation bars and the "DOWNLINE DETAILS" section, remains the same.

Once the correct upline details come up on the screen, the new downline's country can be selected from the **Select Country** drop down menu.

To add a distributor, eg in Saudi Arabia, the country must be selected from the drop down menu.

The screenshot shows the distributor registration page on shop.myvestige.com. At the top, there is a navigation bar with categories like WOMEN HYGIENE, WATER PURIFIER, HEALTH SUPPLEMENTS, AIR PURIFIER, AYURVEDA, HEALTH FOOD, HOME CARE, PERSONAL CARE, ORAL CARE, COLOUR COSMETICS, PREMIUM SKIN CARE, MENS GROOMING, AGRI PRODUCTS, and BUSINESS TOOLS. Below this is the 'DISTRIBUTOR REGISTRATION' section. It contains three input fields: 'Upline Distributor Id' (59595454), 'First Name' (ABCD), and 'Last Name' (XYZ). The 'DOWNLINE DETAILS' section includes a 'Select Country' dropdown menu with options: Select, India, U.A.E, Saudi Arabia, and Bangladesh. A red box highlights 'Saudi Arabia'. A blue 'refresh' button is next to it. Red text annotations include 'Select the country from the dropdown list' with an arrow pointing to the dropdown, and 'Select Saudi Arabia to add' with an arrow pointing to the 'refresh' button. Other fields in the Downline Details section include 'Title', 'First Name', 'Last Name', 'DOB', 'Gender', 'Address 1', and 'Address 2'. A social media sidebar is visible on the right.

Once the new joiner's country is selected, the system will show a list of automatically-generated IDs that are available. Any of these IDs can be used for the new joiner or the upline can select "Choose your own" option to create an ID according to their preference. However, a custom ID can be generated only if it is not already registered.

shop.myvestige.com/index.php/distributor-registration/

Upline Distributor Id \* 59595454

First Name \* ABCD

Last Name XYZ

**DOWNLINE DETAILS**

Select Country \* Saudi Arabia

Downline Id \*  
Select  
59331992  
59327876  
59108426  
59677931  
59213209  
59488096  
59183594  
59575086  
59135983  
59685960  
Choose your own

refresh

Select an automated ID

Name \* ID Last Name DOB \*

Address 1 \* Address 2

Or create your own

966

Email Pincode/Emirates \*

Facebook, Twitter, Instagram, YouTube, Pinterest

Once a distributor ID is selected/created then the details of the distributor like title, first and last name, date of birth, gender, address, mobile phone number, email ID, pincode, etc, must be entered. One must take care that the details entered here should match the details mentioned in the ID proof of a distributor like their passport, Saudi Arabia National ID Card, work permit or driving license.

The country code for the mobile number will be +966 by default for Saudi Arabia and the distributor must add a valid mobile number to generate a one-time password (OTP) to verify the mobile number.

shop.myvestige.com/index.php/distributor-registration/

Select Country \*  
Saudi Arabia

Downline Id \*  
59331992 refresh

Title \*  
Select

First Name \*  
Last Name  
DOB \*

Gender \*  
Select

Address 1 \*  
Address 2

Mobile \*  
966

Email  
Pincode/Emirates \*

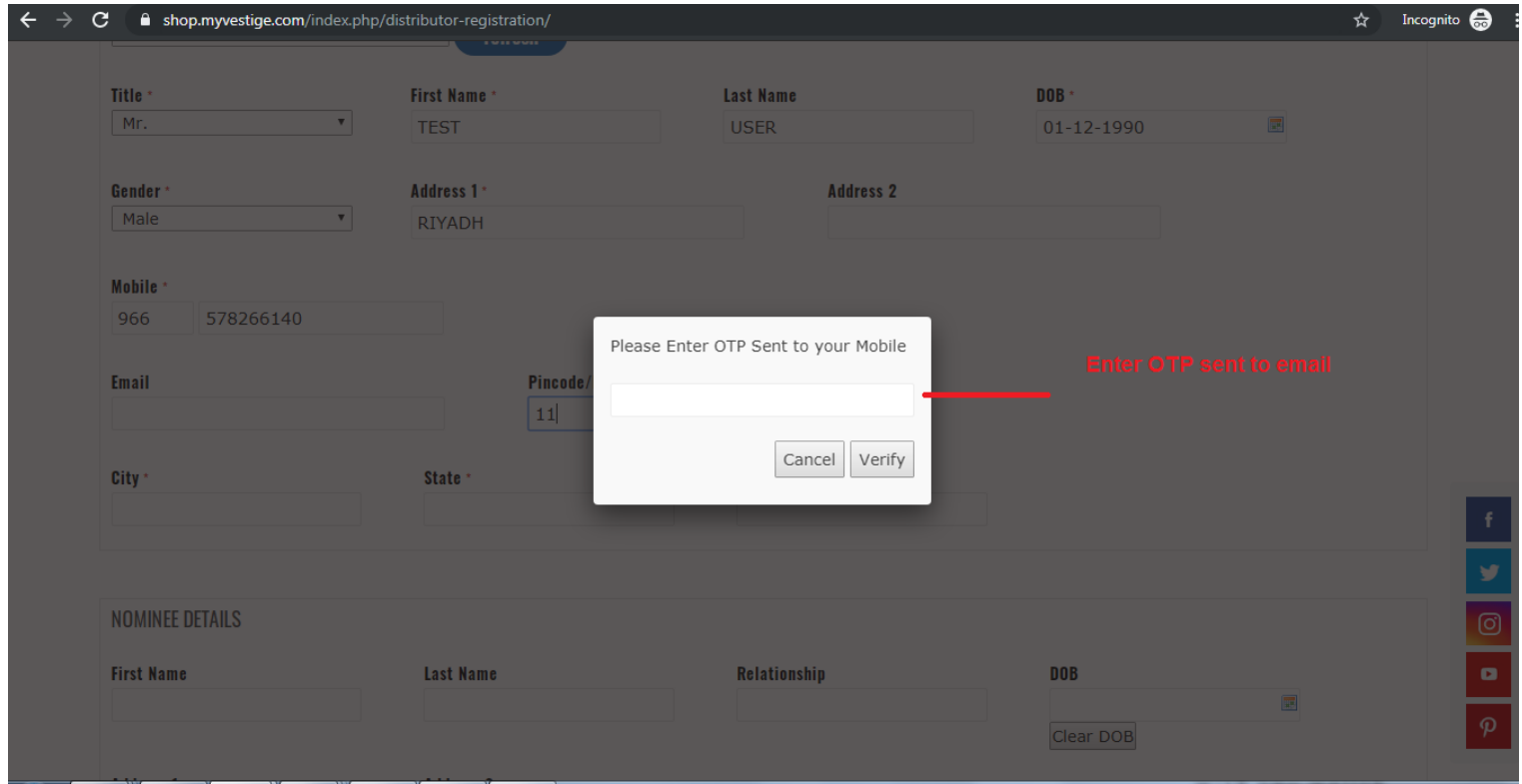
City \*  
State \*  
Zone \*

**Enter the details of your downline with valid mobile number (for OTP) and valid pincode of Saudi Arabia**

NOMINEE DETAILS

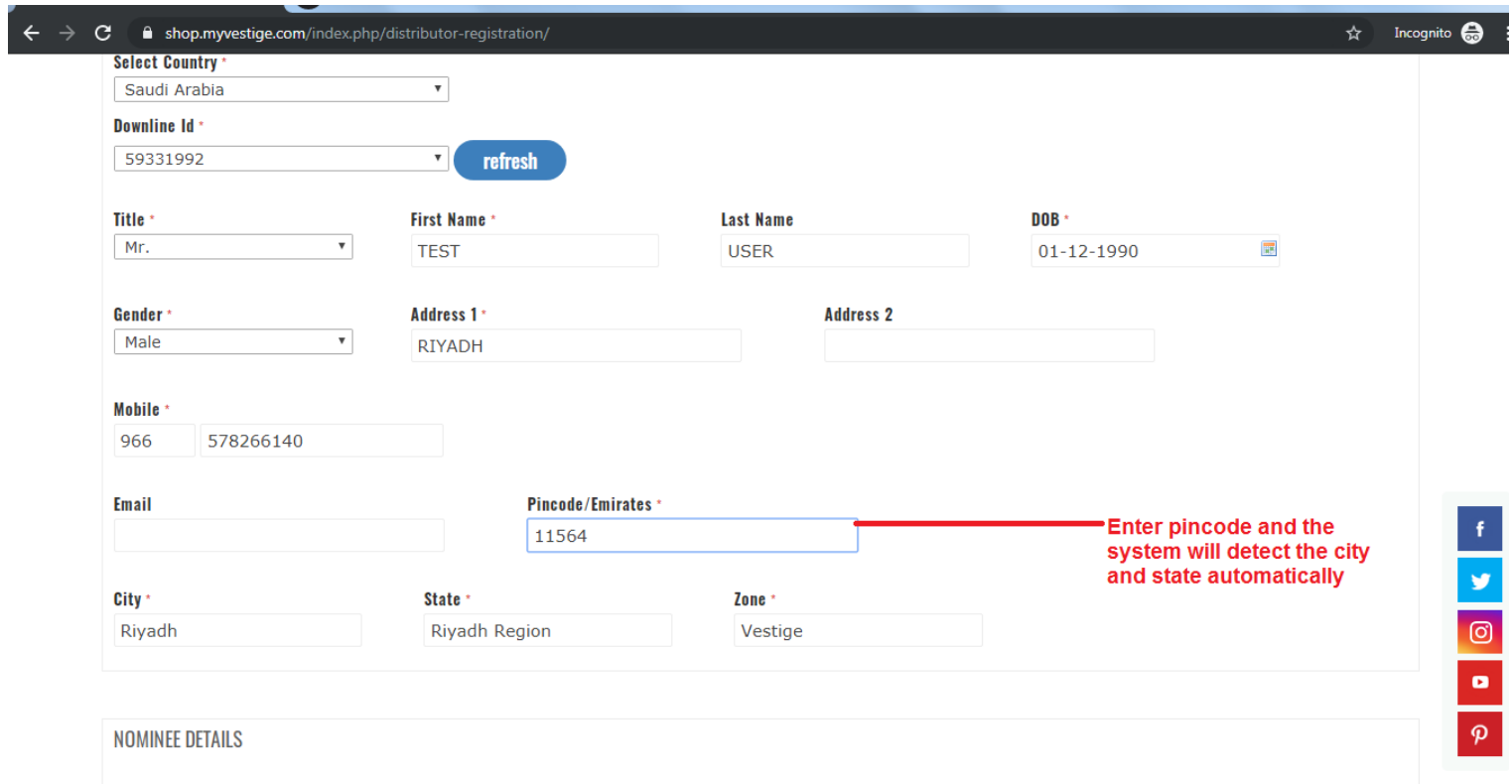
Please note that if the distributor quits the process without entering the OTP, then neither the mobile number will be verified nor the agreement will be saved.

Once the mobile number is entered the OTP popup will appear, asking for the number. This window must not be closed.



The screenshot shows a web browser window at shop.myvestige.com/index.php/distributor-registration/. The form contains fields for Title, First Name, Last Name, DOB, Gender, Address 1, Address 2, Mobile, Email, Pincode, City, and State. A modal popup is displayed in the center with the text "Please Enter OTP Sent to your Mobile" and a text input field. A red arrow points from the text "Enter OTP sent to email" to the input field. The popup also has "Cancel" and "Verify" buttons.

It is important to note that an accurate pincode of Saudi Arabia must be added to allow the system to fetch the actual area and show that below.



The screenshot shows the same distributor registration form. The "Pincode/Emirates" field is highlighted with a blue border and contains the value "11564". A red arrow points from the text "Enter pincode and the system will detect the city and state automatically" to this field. The form also shows a "refresh" button next to the "Downline Id" field and a "Clear DOB" button next to the "DOB" field.

Once the pincode is entered, the distributor can add nominee details to appoint someone as their nominee. Also they have to tick on the box marked in red in the image below to read and acknowledge the terms & conditions of joining as a distributor.

NOMINEE DETAILS

First Name Last Name Relationship DOB  
Address 1 Address 2

I have read and agree to the Terms and Conditions

reset submit \* Required Fields

Tick on the box to read and confirm that you agree to the terms & conditions

PRINT DISTRIBUTOR APPLICATION FORM

Distributor ID Full Name Email ID

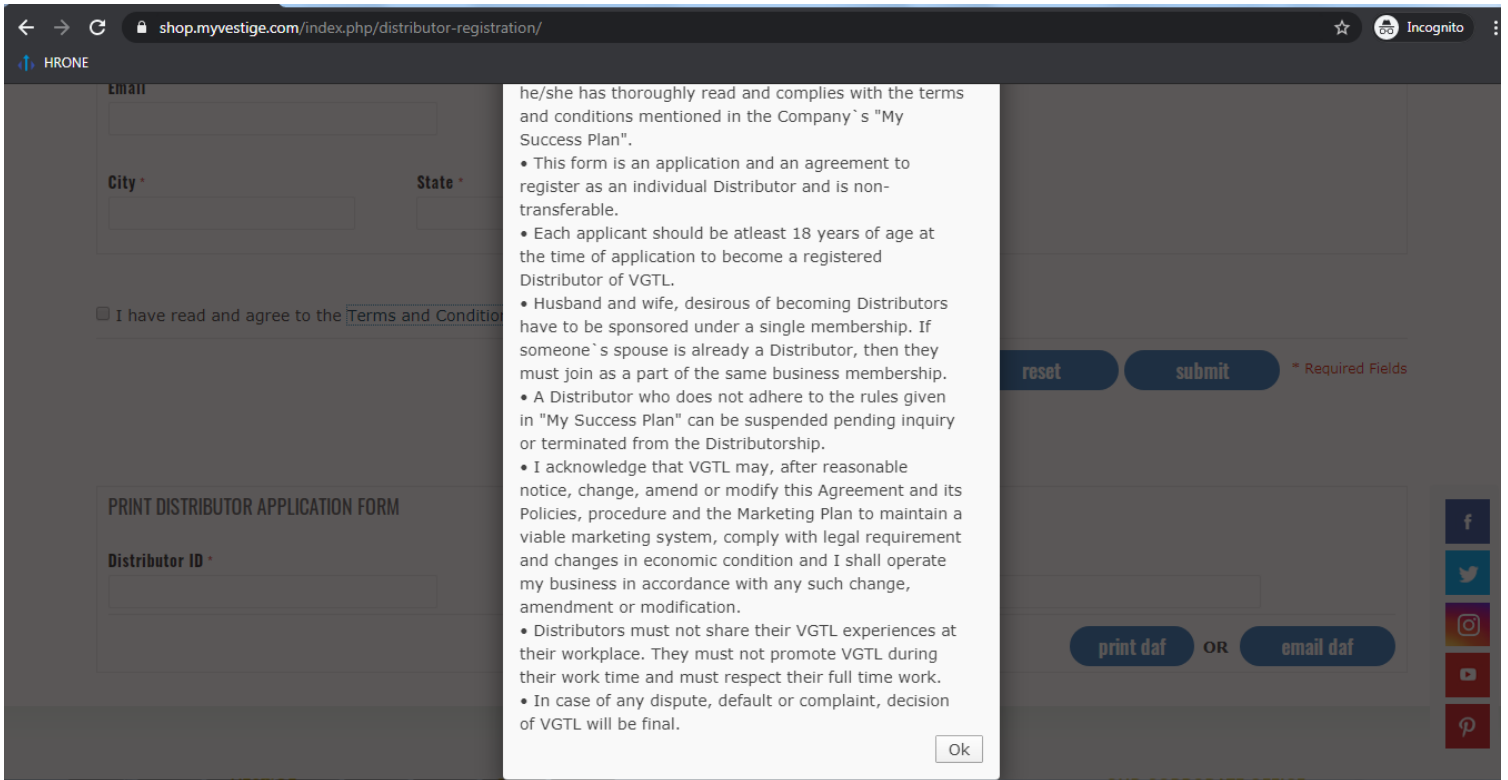
print daf OR email daf

The terms & conditions will appear as a popup and the distributor and the downline must read the content very carefully by scrolling to the bottom. The sample terms & conditions for the Sultanate of Oman will look like the image below.

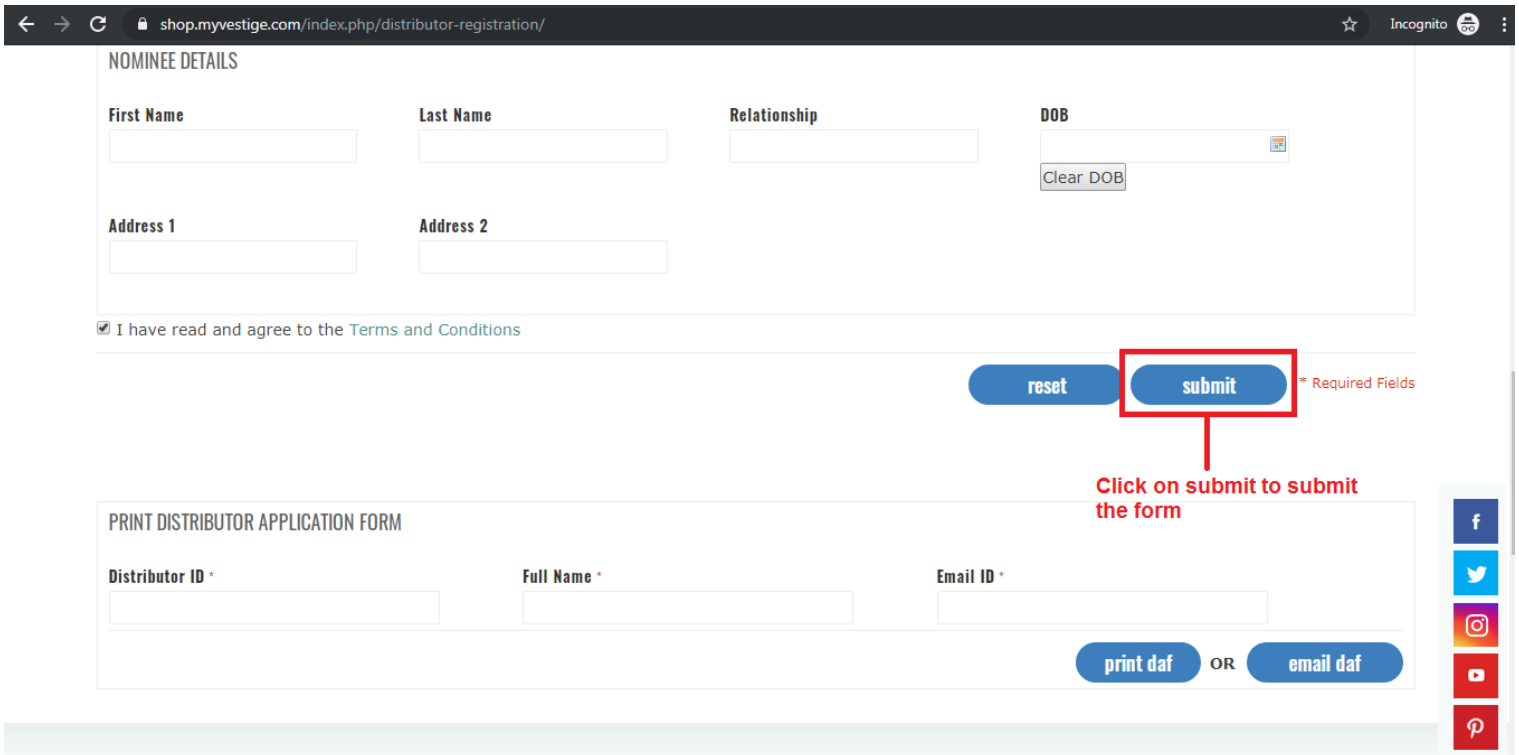
TERMS AND CONDITIONS

- To avoid Distributor ID getting invalidated, the Distributor has to do 30 PV business within 35 days of joining.
- This form is an application and an agreement to appoint an individual as a self-employed and independent Distributor. This form read with "My Success Plan" shall together be construed as a validity entered Contract and the Distributor and VGTL^ shall be bound by the terms and conditions herein.
- The Contract between the Distributor and VGTL is on a principal-to-principal basis. The signing of this form/application by a Distributor & its acceptance does not bind the Distributor as an employee or agent of the Company^.
- Distributors are not permitted, under any circumstances to advertise, market or deal in any manner with any products and/or services which are not approved by VGTL in their network.
- The Distributor shall not make any claim that is not consistent with claims authorised by VGTL.
- The Distributor is permitted to sell the products/services on an ecommerce platform/market place, only if he/she has taken prior written consent from VGTL to do the same.
- If the Distributor's accumulated commission is above OMR 0.60, then payout will be made through cash/bank transfer. Payout will be held if the

Once the terms & conditions are read and are understood by the new joiner, the **OK** button must be clicked to acknowledge.



The form can be now submitted by clicking on the “submit” button at the bottom right corner. The distributor must check and ensure that all details are correct. Once submitted, the distributor ID will be generated.



Once the ID of the distributor is generated, they can immediately join others in their network but can place orders only after their details are verified against their ID. To do so, they need to upload their identity documents and have them verified.

