

WHO NEEDS TO SUBMIT A REGISTRATION FORM?

Distributors operating Nutrition Clubs in **non-residential** locations are required to submit a *Registration Form* to Herbalife, at least 30 days prior to the official opening date of their Club.

Distributors may not open a Nutrition Club in a non-residential location or sign a lease for the purposes of a Nutrition Club, unless they have been an official Herbalife Distributor for at least 90 days and have completed the process required by the Company at the time as to site location and proposed signage, training and other matters.

Distributors operating Nutrition Clubs from residential locations are also encouraged to submit a *Registration Form*.

WHY DO I NEED TO SUBMIT A REGISTRATION FORM?

Submitting your *Registration Form* will help you stay connected with the latest news and updates on Nutrition Club trainings and promotions. This registration process will allow Herbalife to ensure required Nutrition Club Operator training has been completed and to review your proposed Club name, signage, window and door covering ideas prior to your Club's opening date to avoid premature expenditures that may not be compliant with Herbalife's *Rules of Conduct*. **As stated in Herbalife's Nutrition Club Rules, Nutrition Clubs are not franchises or retail locations.**

DO I NEED TO SUBMIT ADDITIONAL INFORMATION WITH MY REGISTRATION FORM?

Yes. Please, submit the following with your completed Registration Form:

For planned Nutrition Clubs located in a non-residential location:

- A drawing of each exterior sign.
- A drawing of each window and door covering (curtain or shade). Information on approved window coverings, can be found on myherbalife.com under Tools and Training in the Nutrition Club area.
- A brief description, including the dimensions, locations and the number of signs and window and door coverings needed.

For existing Nutrition Clubs located in a non-residential location:

- Photos of each exterior sign.
- Photos of each window and door covering (curtain or shade).
- A brief description, including the dimensions, locations and the number of signs and window and door coverings needed.
- An overall photo that captures the entire exterior of the Club's structure and any signage or message visible to passers-by.

PRIMARY NUTRITION CLUB OPERATOR

Only one Operator is responsible for submitting a Nutrition Club *Registration Form*. This Operator is considered the **Primary Nutrition Club Operator**. One *Form* is required for every non-residential Nutrition Club location.

Secondary Club Operators (if any) may be listed on the *Registration Form*.

WHERE DO I SUBMIT MY REGISTRATION FORM AND ADDITIONAL INFORMATION?

For your convenience, there are four (4) simple ways to submit your *Registration Form* and the additional information required:

1. **Online:** Go to MyHerbalife.com and login > go to Tools & Training on home page > select Notification and select "New Club Notification"
2. **Email:** DPCNutritionClubsNAM@Herbalife.com.
3. **Mail:** Herbalife International of America, Inc.
Attention: DPC
950 W. 190th Street
Torrance, CA 90502
4. **Fax: (310) 216-5145.** Photographs must be sent via email or mail. Please do not submit photographs by fax.

PRIMARY (MAIN) NUTRITION CLUB OPERATOR'S INFORMATION:

Last name: _____ First name: _____
Primary Distributor ID#: _____ Team level: _____

Country: _____ Club Address: _____
Club type: Residential Non-Residential Suite #: _____
Non-Residential Sub-type: (select one below) City: _____
 Single Operator (Traditional) State: _____
 Multiple Operators (Central/ Multi-Club) Other Zip: _____
Primary language spoken in Club: English Spanish
The Club is: Existing OR
 Planned - Date of Opening or estimated opening: _____ Main contact number: _____
 Proposed Club name: _____ OR Alternate contact number: _____
 I do not have a Club name Email: _____
 I previously submitted this form, but have an update/change to Website: _____
my Nutrition Club name, signage and/or window coverings.
 I am closing or have closed my Nutrition Club. Seating capacity: _____
Date of closure: _____ Average daily consumptions/attendees: _____
 I wish to change Primary Operator to ID #: _____
 New Primary Operator Name: _____

*For changes to the Primary Operator, both Current and New Operator must sign this form.

Did you receive any training to open/operate a Nutrition Club?

- I was trained in my Upline's Nutrition Club
Date: _____ Upline Name: _____
- I participated in an Independent Distributor Nutrition Club Training
Date: _____ Event Name/Location _____
- I participated in an Herbalife Corporate Nutrition Club Training
Event Date: _____ Event Name/Location _____
- I completed the Nutrition Club Operator's Training and Quiz on
MyHerbalife.com's Learning Center Date training completed: _____
- I did not receive training Other _____

What percentage of your business comes from the Club? _____

Number of additional Operators who operate the Club? _____

Secondary Club Operator information

Operator name: _____
Operator ID#: _____
Team level: _____
Operator name: _____
Operator ID#: _____
Team level: _____

If sharing your Club with more than two (2) other Operators, submit the details requested on a separate page.

For marketing purposes, select Business Methods conducted at this Club

- Weight Loss Challenge Total Plan Wellness Coach Other

Club hours of operation

Club is open all day Monday - Friday: _____ to _____

OR daily hours of operation:

Morning: _____ to _____ Afternoon: _____ to _____ Evening: _____ to _____

Club is open all day Saturday: _____ to _____

OR daily hours of operation:

Morning: _____ to _____ Afternoon: _____ to _____ Evening: _____ to _____

Club is open all day Sunday: _____ to _____

OR daily hours of operation:

Morning: _____ to _____ Afternoon: _____ to _____ Evening: _____ to _____

Comments:

I acknowledge that I have reviewed and understand Herbalife's Rules of Conduct, and Supplemental Rules, which include Nutrition Club Rules.

Current Primary Operator Signature: _____ Date: _____

*New Primary Operator Signature: _____ Date: _____

Please be aware that an incomplete form may delay the signage, window and door covering confirmation process of your Nutrition Club. Failure to submit a Registration Form to Herbalife may result in sanctions to your Distributorship.