

## How to Internationally Sponsor in the Neways Europe Market

We are delighted that Neways Distributors worldwide are interested in sponsoring in Europe and would like to provide potential International Sponsors with some important information regarding conducting a Neways business in these markets. We hope that this guide will help you to support your new European Downline in their first steps in becoming part of the Neways community, and will also answer your questions concerning international sponsoring in Europe.

Neways European Head Office is located in Diegem, Belgium and is the central point of contact for Neways Distributors and Preferred Customers in 27 European countries. Effectively a 'one-stop shop', the office is staffed by a multilingual team who can support you comprehensively in English, German and French languages.

### What You Need to Know

1. As an International Sponsor in the Neways European region, you don't have to fill out any extra forms or pay any additional international sponsoring fees. Your Neways ID number is unique to you and is valid in all international markets.

If you already have a Downline in Europe, your Neways ID number is already active in our system and any new Distributors and Preferred Customers you sponsor can sign up online at [www.neways.eu](http://www.neways.eu) as well. If you sponsor a new Distributor or Preferred Customer in Europe for the first time, then that application has to be processed by the Neways Europe Support Centre so that we can activate your Neways ID number in our system. The Application Form of your first European Downline must be sent to Neways Europe by e-mail, fax or post, and you must include your Neways ID number and name in the Sponsor data field. Once that first new application has been processed all subsequent Distributors and Preferred Customers you sponsor will also have the option to sign up online at [www.neways.eu](http://www.neways.eu) if that is more convenient.

The procedure described above is applicable also if you have been previously registered as an International Buyer in Europe. Your status will be changed from International Buyer to International Distributor upon processing the application of your first European Downline.

2. Distributors are bound by our [Policies and Procedures](#) that are available in the Back Office section of our official website [www.neways.eu](http://www.neways.eu). If you don't already have a Distributor web password then you can obtain one by clicking the "Join Now" tab on [www.neways.eu](http://www.neways.eu) then click on the "Send me a password" button and follow the on-screen instructions. In order to generate your web password online, we need to have your valid email address registered in our system. Please contact Neways European Support Centre in order to register your email address with us or to update an existing email address.
3. Commissions generated on the volumes of your European Downline will be calculated according to the [Compensation Plan](#) of Neways Europe.
4. Application and order forms, price lists, marketing materials, presentations, Downline reports and commission statements are also available on [www.neways.eu](http://www.neways.eu). To view and download these documents in the Back Office section of this website, please log in with your Neways ID and web password. If you don't yet have a web password follow the instructions in (2.)

### What Your European Downline Needs to Know

1. Your new European Downline can choose whether to become a Distributor or a Preferred Customer. Distributors can buy products at wholesale prices, offer the Neways products for retail and enjoy the full benefits of our Compensation Plan. Distributors must also purchase a Neways Business Kit when they join and are also subject to annual membership fees to maintain their Distributor account. A Preferred Customer cannot participate in the Compensation Plan, cannot offer Neways products for retail and also will pay an additional

10% on the wholesale prices, although they do not need to purchase a Business Kit and are not subject to any other account fees.

2. Distributors and Preferred Customers can sign up on our website in most European countries (if the Sponsor ID is already active in Europe, please see above) or they can send their completed Application Form by e-mail, fax or post to Neways Europe. A first order in any amount is necessary to validate the application.
3. New European Distributors residing in Neways Europe main markets, i.e. Austria, Belgium, France, Germany, Ireland, Malta, Switzerland or the United Kingdom, are required to purchase a Neways Business Kit upon placing their first order with Neways. The Neways Europe Business Kit is available in English, German and French. The purchase of this kit is optional in other markets. The Business Kit provides new Distributors with all the information they need to start building their business on Day 1 and contains a comprehensive Business Training Manual, a Business Presenter brochure, Product Catalogues and other important documents.
4. Please note that in France an additional Distributor status is also available. As well as Distributor and Preferred Customer status French residents may also choose “VDI” status. VDI (Vendeur à Domicile Indépendant) offers additional benefits to individuals who wish to engage in sponsoring and retailing activity in France. Please access our website or contact Neways Europe Support Centre for more information.
5. New Distributors are eligible to immediately sponsor new Distributors and Preferred Customers upon acceptance by Neways Europe of their submitted Distributor Application Form or online registration.
6. All European Distributors are subject to the payment of a Renewal Fee. This fee is charged on an annual basis, and is payable on the anniversary of the date the Distributorship commenced. For more information about Neways fees and charges, please consult the Back Office section of our website [www.neways.eu](http://www.neways.eu).
7. The Neways Europe Compensation Plan may differ from the Compensation Plan in your home market. Distributors must maintain a minimum of 75PV (Personal Volume) each month to qualify for both Multiplex and Affinity Profit Centres. Executive Leadership monthly qualification requirement is 75PV and 800GV (Group Volume), including 350AFF/GV (Affinity Group Volume). Qualification criteria and values are specified in the Compensation Plan document which can be found online in the Back Office section of [www.neways.eu](http://www.neways.eu).

## How to Place a Product Order with Neways Europe

### **1. Online**

You can order online 24/7 on [www.neways.eu](http://www.neways.eu).

Choose your ship-to country on the drop down menu, then login with your Distributor ID and your web password. A web password is essential to enable access to the online store - instructions on how to obtain a web password are featured in Section (2.) of the “What You Need To Know” section above. If you or your European Downline needs any assistance regarding online ordering, please contact the Neways Europe Support Centre.

### **2. By Email**

Please send your email order to [orders@neways.eu](mailto:orders@neways.eu) or to [bestellung@neways.eu](mailto:bestellung@neways.eu) (when using German language).

### **3. By Phone**

Call the Neways Europe Support Centre to place your order with one of our Customer Support Representatives. Please refer to the free phone and direct phone numbers featured in the table at the end of this guide.

### **4. By Fax**

Please send your fax order to +32-2711-6980 or from Germany only to 0800 6646700. Standard international call rates apply.

### 5. By Post

Please find the mailing address of the Newways Europe Support Centre below.

### Shipping

Shipping charges vary by destination country. FREE delivery is applicable for some European markets depending on total order size. Please see the table below for more information.

Destination country	Online or Newways Advantage (autoship programme) orders	Phone, email, fax or post orders
Austria, Belgium, France, Germany, Ireland, Luxembourg, Netherlands, United Kingdom	FREE shipping for orders exceeding 100PV	FREE shipping for orders exceeding 150PV
Hungary	FREE shipping for orders exceeding 150PV	FREE shipping for orders exceeding 150PV
Bulgaria, Cyprus, Czech Republic, Denmark, Finland, Greece, Italy, Malta, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland	Shipping charges currently apply for ALL orders to these destinations.	Shipping charges currently apply for ALL orders to these destinations.

New Distributors in Austria, Belgium, France, Germany, Ireland, Luxembourg, Netherlands and the United Kingdom are entitled to FREE shipping on their first order provided that it exceeds 80PV. Please note a first order is mandatory with all applications.

International Distributors and Buyers can also place orders and ship their parcels to the countries serviced by Newways Europe (see table above for more information).

### Order Payment Methods

Accepted payment methods include: Visa, MasterCard, and bank transfer. For German and Austrian orders, direct debits are also accepted.

### Distributor Commission Payment

Commissions can be accumulated on a Distributor's Newways account and the credit can be deducted from a product order or transferred later on to any bank account held by that Distributorship in a country serviced by Newways Europe. Commission payments for a given volume month are processed for payment on the 20<sup>th</sup> day of the following month.

For Distributors residing in the UK, commission amounts greater than 5.00 British Pounds, and for all other European Distributors, commission amounts greater than 5.00 Euros can be paid by direct deposit to a European bank account. A Direct Deposit Authorisation form must be completed by the Distributor. Commission earnings will be accrued on the Distributor's Newways account if there is no valid Direct Deposit Authorisation received by Newways.

International commissions are calculated in British Pounds and can be paid by cheque. The minimum amount required to raise a cheque payment for an International Distributor is GBP 50.00. If the monthly commission entitlement of an International Distributor does not reach the amount of GBP 50.00, it will be applied as a credit to the Distributor's European Newways account and will not be added to subsequent commission payments. Commission amounts can be paid by direct deposit to a European bank if a valid Direct Deposit Authorisation form has been completed by the Distributor and received by Newways.

If the Direct Deposit Authorisation form provided by the Distributor contains incorrect data and the commission payment cannot be made, administration charges may occur. Any outstanding commission payments due to incorrect data provided by the Distributor on the Direct Deposit Authorisation form will only be deposited after receipt of a valid Direct Deposit Authorisation form and will be paid in the volume month following receipt of the valid form.

## Contact Information

Please direct any questions regarding Distributor sign-up, order processing, and commission payments to the Newways Europe Support Centre. Feel free to contact the Commissions Team at the contact details provided below if your queries have not been answered in this document.

### Mailing address

Newways Europe  
Kouterveldstraat 20  
1831 Diegem  
Belgium

### Fax

+32 2711 6980\*  
0800 6646700 (from Germany)

### Telephone

+32 2711 6991\*

### Website

www.newways.eu

### Email addresses

General Queries	customercare@newways.eu
Orders	orders@newways.eu
Applications	applications@newways.eu
Commissions Queries	commissions@newways.eu
Parcel Queries	returns@newways.eu

## Opening Hours

	Office Hours	Extended Out-of-Hours Service (for phone orders only, available in English)
Monday to Friday except Wednesday	9am - 5pm Central European Time 8am-4pm UK time	5pm to 9pm Central European Time 4pm-8pm UK time
Wednesday	9am - 4pm Central European Time 8am-3pm UK time	4pm - 9pm Central European Time 3pm-8pm UK time

Calls can be made free of charge when dialling from one of the European countries listed below. Please note that some mobile phone providers do not accommodate calling 800 numbers.

If your country does not have a free phone number, or if you experience difficulties joining our free phone lines, please call:

European Country	Free Phone	Direct Phone*
Austria	0800 005 892	+32 2711 6990
Belgium	0800 38901	+32 2711 6995
France	0805 110 782	+32 2711 6989
Germany	0800 664 6699	+32 2711 6994
Ireland	1 800 936 375	+32 2711 6997
Italy	800 897 587	+32 2711 6993
Luxembourg	800 211 28	+32 2711 6996
Malta	800 620 33	+32 2711 6988
Netherlands	0800 0201 251	+32 2711 6999
Spain	800 300 409	+32 2711 6992
Switzerland	0800 222 288	+32 2711 6987
United Kingdom	0808 238 9514	+32 2711 6998

Language	Direct Phone*
Dutch	+ 32 2 711 6999
English	+ 32 2 711 6998
French	+ 32 2 711 6989
German	+ 32 2 711 6994
Italian	+ 32 2 711 6993
Spanish	+ 32 2 711 6992

\*Local and international phones rates apply. Charges for calls made from mobile or public phones may vary, please contact the service provider for details.