

Month End is a very important event in our business calendar for both NeoLife and our Distributors. It is always our aim to provide the best possible service and to facilitate the smoothest possible procedure.

We would appreciate your co-operation with the requirements noted in this communication.

Kindly note all times are indicated in South African time.

DATE	DAY	TIMES	DESCRIPTION
November 25 th	Wednesday	16h00	All World Team & President's Team members are advised to have at least 100PPV before close of business.
November 28 th	Saturday	09h00 – 12h00	Month End Support <i>*Not all Distributor Centres are open, make sure to check with your local DC.</i>
December 1 st	Tuesday	08h00 – 18h00	Month End Day 1 – All of Africa All 100PV orders must be in by the end of this day. Check with your local Distributor Centre as some could close earlier or later than 6pm.
		23h59	Internet orders for November in all African countries will be cut-off at midnight. All online orders after midnight will be for the December sales month.
December 2 nd	Wednesday	08h00 – 16h00	Month End Day 2 – All of Africa Open to World Team & President Team members to do provisional pooling. This day allows the World Team to add orders to downline team members who have already placed their 100+ PPV orders by close of business on December 1 st .
December 3 rd	Thursday	08h00 – 14h00	President Team's Pooling – All of Africa
December 4 th	Friday		First trading day for December sales month
December 7 th	Monday		Bonus payments by Electronic Funds Transfer, Mobile phone payment or NeoLife Account credit.

Kindly login to your Back-office's 'Sales Performance' report to track and monitor your progress. The pooling is updated every 30 minutes throughout the month. At the top of the report the date and time it was last updated is clearly indicated.

Should you require more information please contact your nearest NeoLife Distributor Centre.

Kind regards

NeoLife International

Help us to make the world a healthier and happier place.