PURE ROMANCE

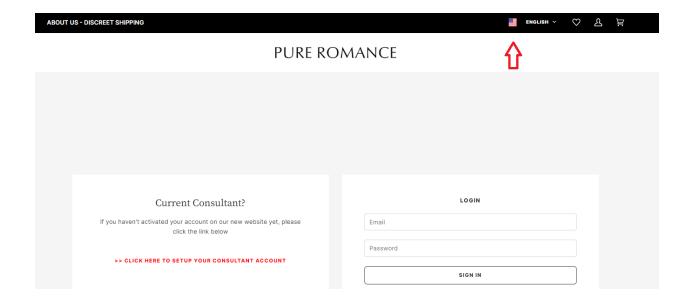
New Online Office Enhancements

Your new and improved Online Office is waiting for you! Check out all the key enhancements in this FAQ!

Accessing Your Online Office

- Head to coo.pureromance.com and use your email address you have on file with the Corporate Office. You will no longer be able to log in with your Consultant ID.
- Be prepared to reset your password when logging for the first time. We recommend that you create a password using a special and numeric characters.
- Your country flag will appear in the header on desktop/menu on mobile.

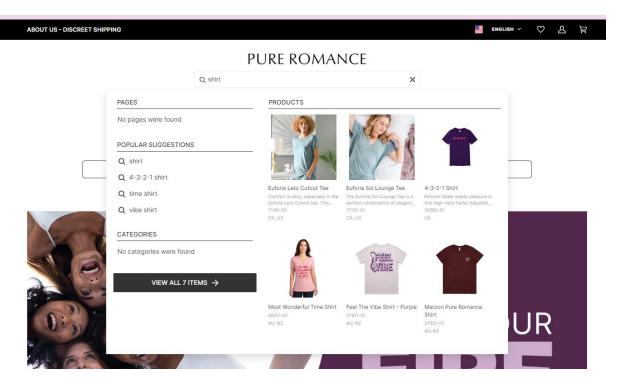
5:56 •11 5G □ X + SHOP MARKETING +REPORTS + MY BUSINESS +**EVENTS** TRAINING + **CORPORATE NEWS** SUPPORT +LANGUAGE +



- Country flags give you viability to other countries only. If your business needs require you to view products outside of your current country, select the flag that applies to your needs. Consultants are unable to make purchases outside of their country.
 - You will see country specific content on your Online Office for the country flag selected. The sale bar at the top of the page will include sale information based on the IP address your device is located in.
- New Consultant's will still have their "New Consultant Wizard" to complete when logging in for the first time.

General Enhancements

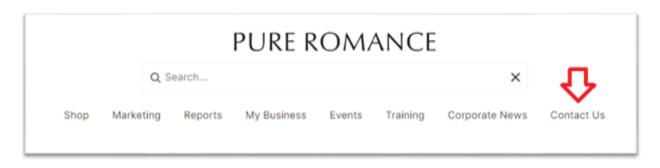
- A "Search" bar will navigate with you throughout the site allowing you search for all content including products, training content, news posts and more!
 - Please note the search bar may populate items that are not available your country. Country availability is noted under the product details.

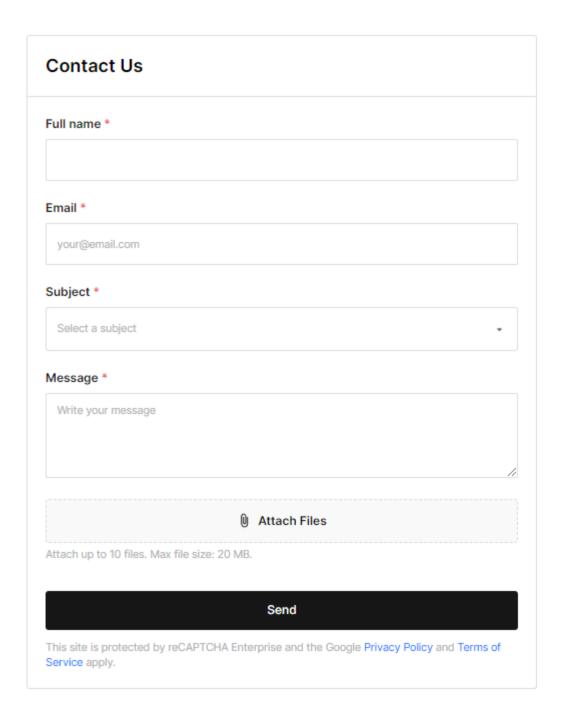


- My Parties is no longer available, and all Consultants are encouraged to use PureShop. International Consultants will be provided with another solution since PureShop is unavailable in some countries.
- Training Site content is now within your Online Office! To access content head to the Training tab!
- Front page dashboard includes a look at Referrals from the past 6 months. Quickly access their contact information from here!



- Tap the Contact Us tab in the header to reach out to our Customer Service team.
- For Personal Events Consultants are to tap Contact Us for approval for marketing events such as bridal shows, vendor shows, etc.





Accessing Your Personal Website

• No changes have been made to how you customize your Personal Website. To log into your Personal Website, head to

https://pureromance.com/account/login?return_url=%2Faccount

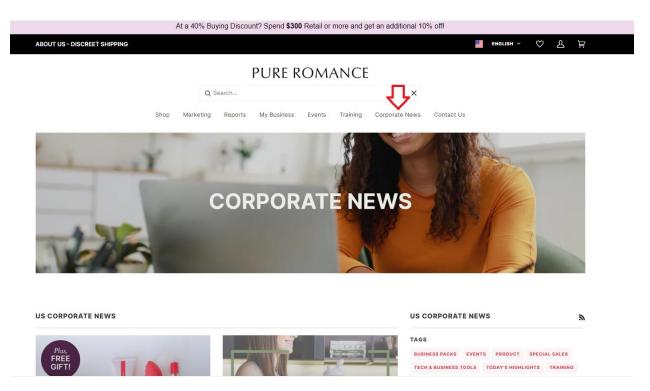
• <u>Tap here</u> for a full FAQ on updating your Personal Website.

Communication

• Online Office sales and special offers will appear in the top rotating banner on the front page.



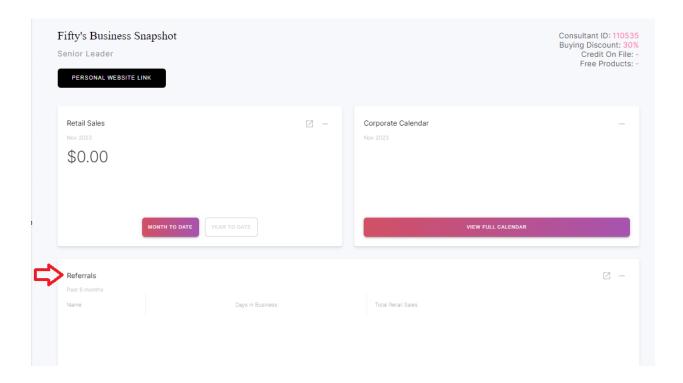
 Check out Corporate News for all the latest communication. All email communication is also added here to easily access.



• The Media Center will be accessible through the Online Office. Users can keep using Media center, but no contacts will be syncing or updating. Consultants can leverage contacts in Pure Shop. No marketing assets will be updated or added to the Media Center- all shareable assets can now be found in the Media Library. More details below!

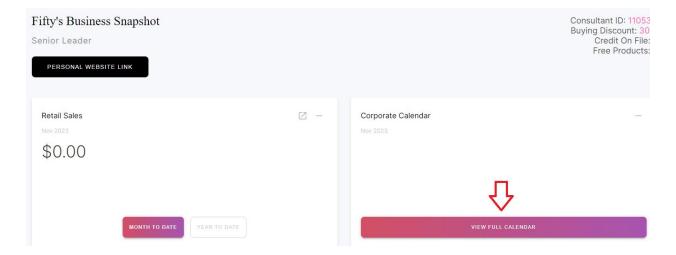
Business Snapshot

- Tap the **PERSONAL WEBISTE LINK** button to copy & paste your personal shopping link to share!
- Review your Business Snapshot at a glance. Retail Sales tracking month to date and year to date, and Referrals from the past 6 months.
 - Tap "View Contact" on your Referral to easily access their contact information!



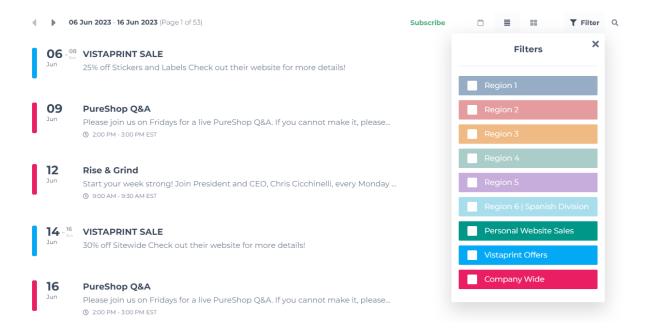
Calendar

- Corporate calendar will showcase events, sales and more!
 - o Want to see your Region events only? Use the filter tab to sort!

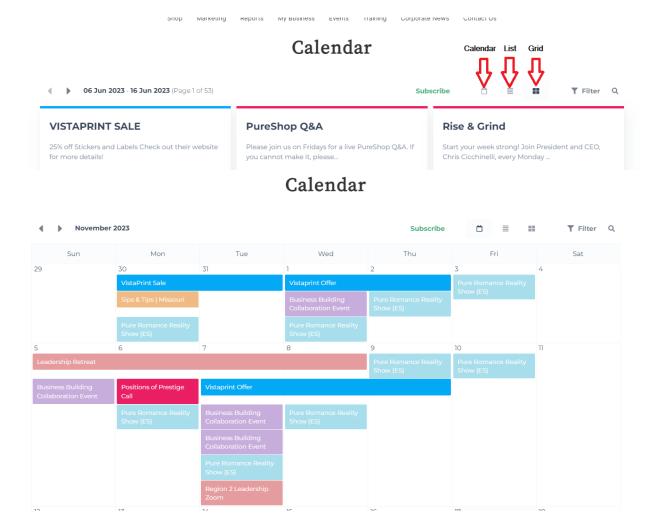




Calendar



- View the Corporate calendar by week using grid or list view, or view the entire month.
- Subscribe to the Corporate Calendar and add to your calendar (Apple, Google, Live.com, Office 365 or Outlook).
- Tap the calendar event to share via social media, or copy and paste the link to share.



Shop Regular Order

- Similar shopping experience as your Personal Website.
- Sessions will not move from device to device, so make sure to complete your cart and purchase on the same device.
- The Shop category will feature all Regular Order, Free Product and Swag Shop options.

FURL NUMBER

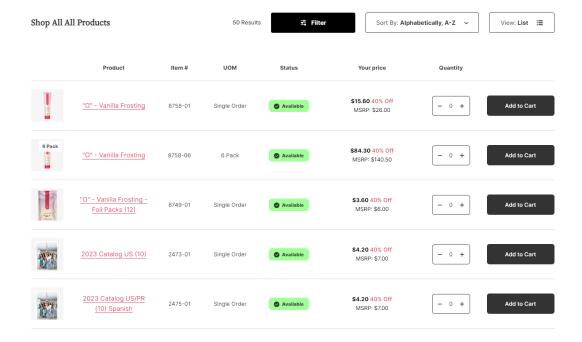
	Q Se	arch				
Shop	Marketing	Reports	My Business	Events	Training	Cor

Regular Order Free Product Swag Shop Shop All - Free Product Shop All New Bath & Shower Sale Beauty & Body Bath & Shower Lubricants Beauty & Body Enhancements Lubricants Uncovered Skincare Pure 21 Enhancements Uncovered Skincare Lingerie & Loungewear Pure 21 Sex Toys Lingerie & Loungewear Clitoral Vibrators Sex Toys **Dual-Action Vibrators** Clitoral Vibrators Vaginal & G-Spot Vibrators Dual-Action Vibrators C-Rings & Sleeves Vaginal & G-Spot Vibrators Anal Toys & Play C-Rings & Sleeves Toy Care Anal Toys & Play Sexual Wellness Toy Care Massage Sexual Wellness Bondage & Roleplay Intimate Accents Massage Bondage & Roleplay Gift Sets Intimate Accents Euforia

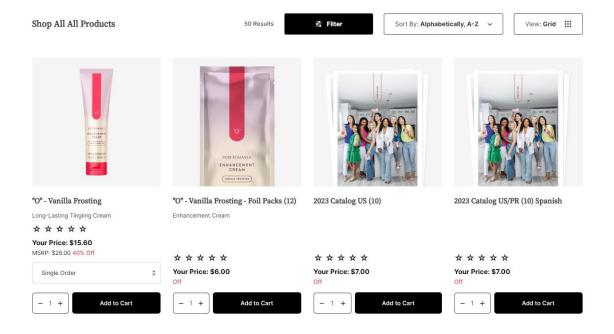
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- Any category you can view in grid or list view.
- From any view, you can order single items or 6-packs.
 - o In list view, single and 6-packs are both listed. In grid view you select single or 6-pack from the dropdown.
- In either view, adding products to the cart is easy by choosing the qty of how many of that product you need then scroll down to tap button "Add to Cart".

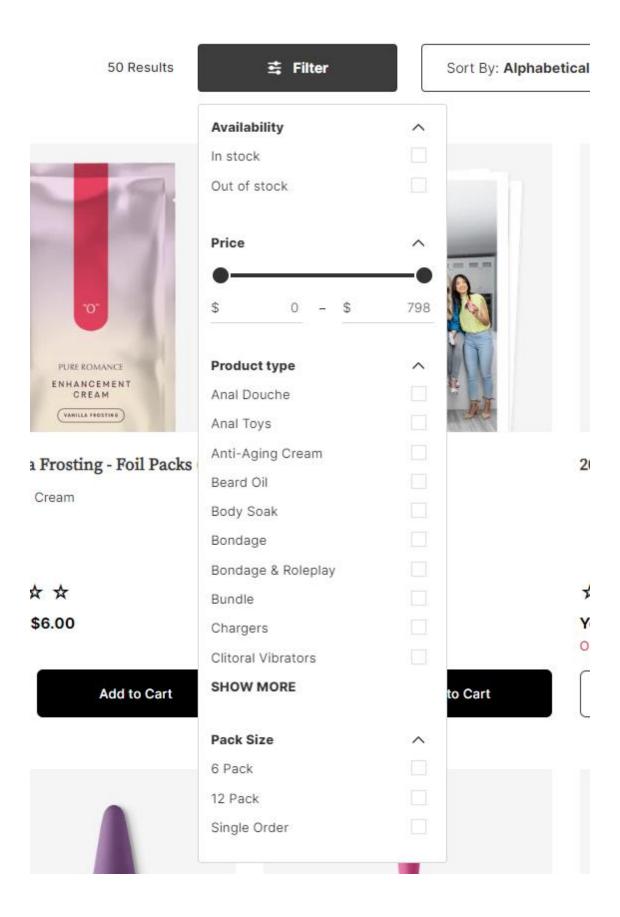
List View



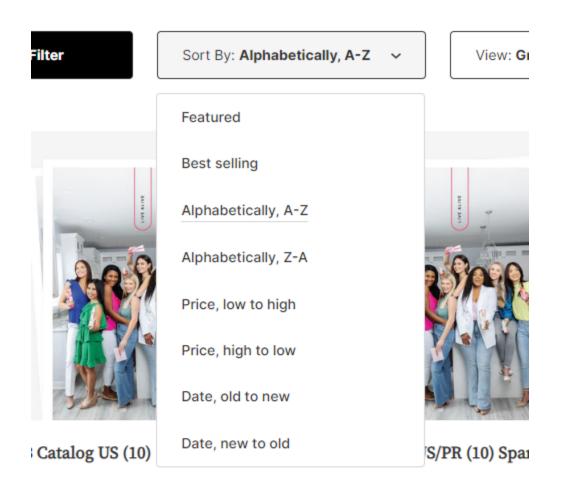
Grid View

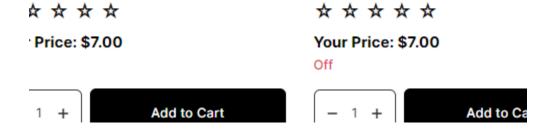


Filter by Availability, Price, Product Type, and size.

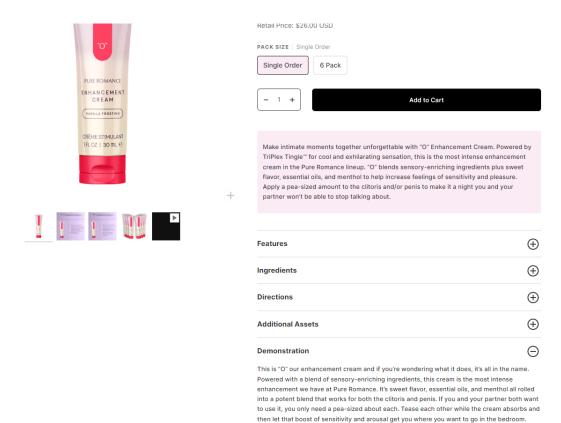


Sort by Best Selling, Alphabetical, price and date, and more!





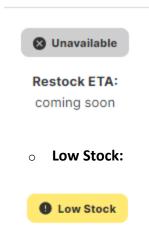
• Product pages include downloadable assets in the carousel that you can also share on social media!



- Product reviews will show under each product. These will mirror the reviews found on your Personal Website!
- Products will feature your Price (includes your Buying Discount) and Retail price.
- Features, Ingredients, Direction, and Demonstration copy and select videos are available to help you with your own product knowledge.
- You'll see these status section being used for products:
 - Available for purchase and can add to cart:



 Unavailable: (there will also be a date that will show when product is expected to restock!)

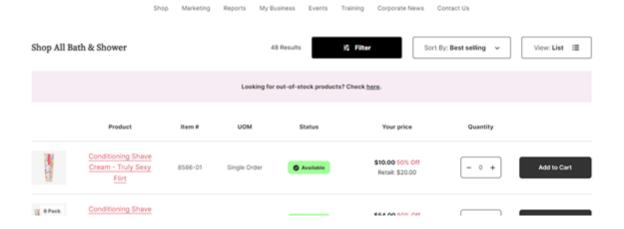


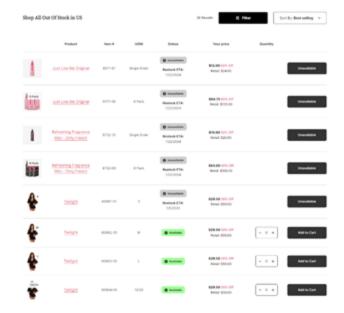
Out Of Stock Update

Check out the latest feature for tracking product availability in your Online Office! Easily identify out-of-stock items by clicking the banner atop each collection (see example below). Keep in mind that you may see items that are available in this view if for example a lingerie piece is out of stock in one size, but not in others. (example attached).

Stay tuned for more enhancements on this in the future!

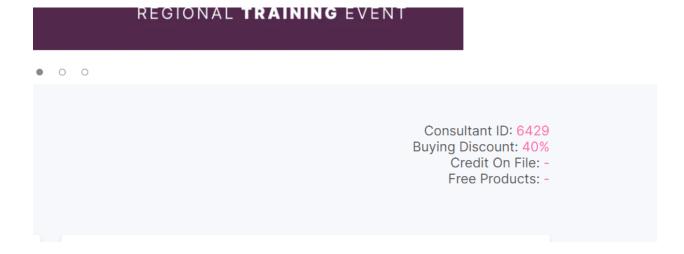
Please keep in mind that Consultants can currently only view the out-of-stock collection specific to their country they reside.





Ordering Free Product

• Free Product and Credit On File balance can be quickly seen on your front-page dashboard.



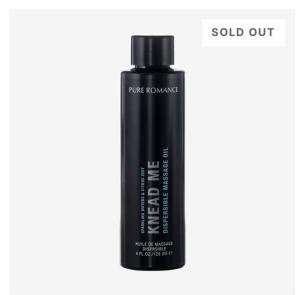
 $_{\odot}$ $\,$ Tap on Free Product from your dashboard to view expiration date and additional details.

Free Products

Code	Туре	Expiration Date	Status	Initial Amount	Balance	
		-	Active	\$1000.00	\$1000.00	

- Place a Free Product order at the same time as a Regular order.
- To order Free Product, make sure to only shop from the Free Product category. A "Free Product" call out will be on the product image. Any products without this call out, are not eligible for a Free Product Order.





Shower Gel & Bubble Bath -Secret Garden - Free Product

Shower Gel & Bubble Bath

 $\triangle \triangle \triangle \triangle \triangle$

Your Price: \$20.00



Add to Cart

Knead Me - Free Product

Easy Rinse Massage Oil



Your Price: \$20.00

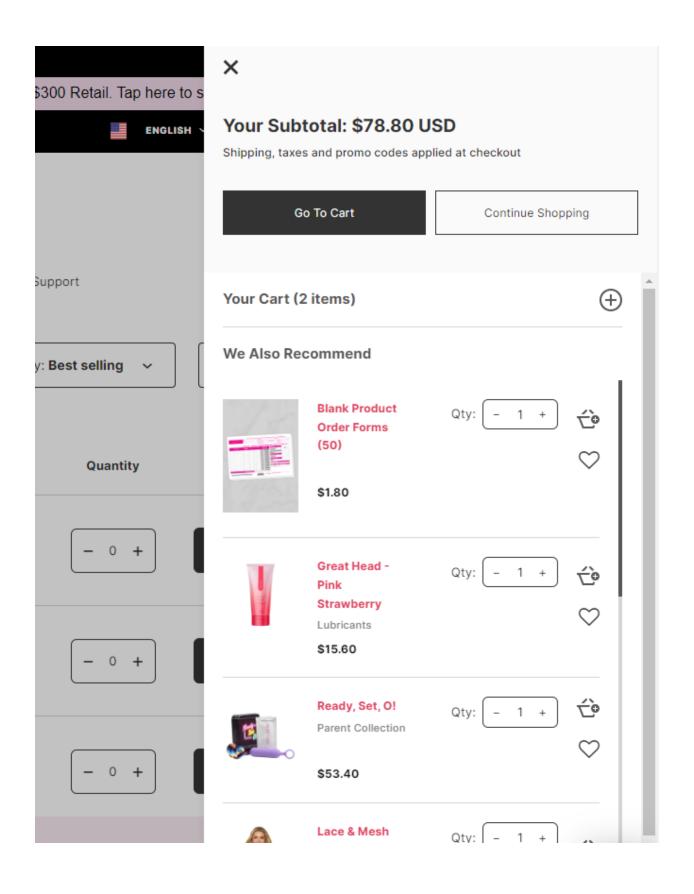
Single Order	•
Sold Out	

- Similar filters, sorting and views are the same as a Regular order.
- If Free Product is sold out this will be showcased on the top right-hand corner of the photo in Grid view. The status in List View will showcase "Unavailable". This item will not be available to use with Free Product Credits or added to cart.

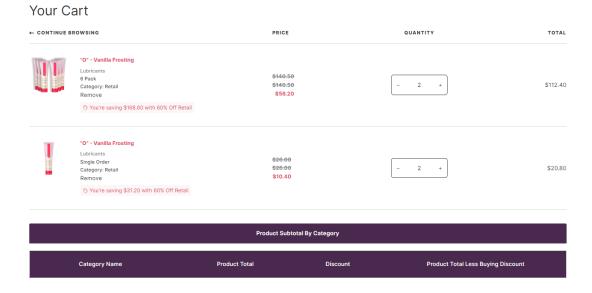


Your Cart

• Product recommendations will be recommended in your cart preview to compliment the products that most show at parties or sell together.



• From your cart you can change quantity and view savings or discounts. To remove a product, tap "remove" or change quantity to "0".



• Make a donation to the Patty Brisben Foundation or Living With Change by tapping "Donate". This will take you to their website to make your donation and will not be in the same transaction as your Online Office order.

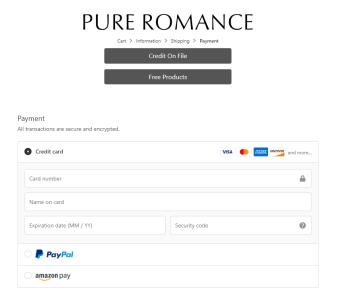


 At the bottom of your cart, you'll have a recap of your product subtotal by category.

Product Subtotal By Category					
Category Name	Product Total	Discount	Product Total Less Buying Discount		
Retail	\$544.00	50%	\$272.00		
Business Supplies	\$0.00	0%	\$0.00		
Premium Retail	\$0.00	0%	\$0.00		
Free Products	\$0.00	0%	\$0.00		
Donations	\$50.00	0%	\$50.00		
Make a Donation subtotal \$322.00					
The Patty Brisben Foundation	Living with Change		Shipping, taxes and promo codes applied at checkout		
You may elect to donate to the Patty Brisben Foundation for Women's Sexual Health. Your donation is not subject to sales tax.		ving with Change for Supporting unilies. Your donation is not subject to	CHECKOUT		

Checkout

- Currency changes based on shipping address at checkout.
- Payment checkout options:
 - Most major credit cards are accepted.
 - PayPal
 - Amazon Pay
 - Free Product Credit
 - Credit On File
- * We cannot split payments between multiple credit cards.
 - Using Credit On File or Free Product as payment. [Please note Credit On File is only available in the United States and Puerto Rico/USD.]
 - Select button from your digital wallet to apply credit to your order with two taps to apply!
 - Credit on File will apply the full amount available.
 - Use Free Product once per order.
 - If you exceed your Free Product Credit amount given in your order; going over the amount you can pay the difference with a different payment type.
 - You can use Free Product and Credit on File on the same order.



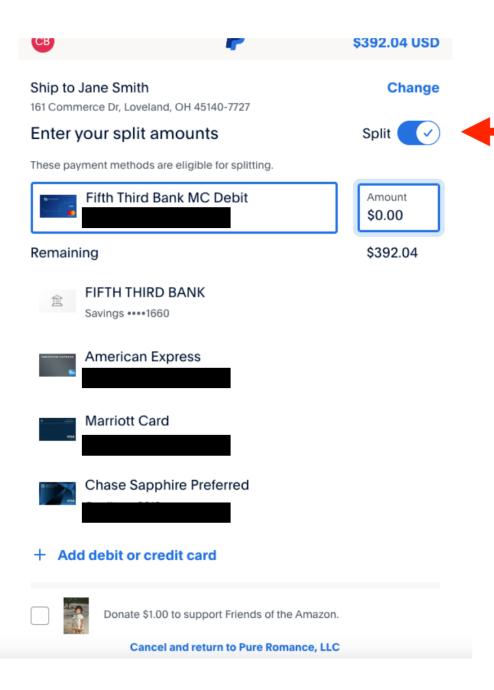
O" - Vanilla Frosting
Single Order
Category: Retail
G000 OFF RETAIL (-\$1

● 60% OFF RETAIL (-\$8

Discount code or gift card

Shipping Total Tax

- PayPal Split Payment Option
 - o For Consultants/Customers with a PayPal account (and logged in to PayPal) you can choose the PayPal payment method at checkout to see a split payment option. This allows you to split your payment across 2 different cards. Just toggle the split option to on like the image below and add in another credit card. At that time, you can specify what amount you want to pay on each card.

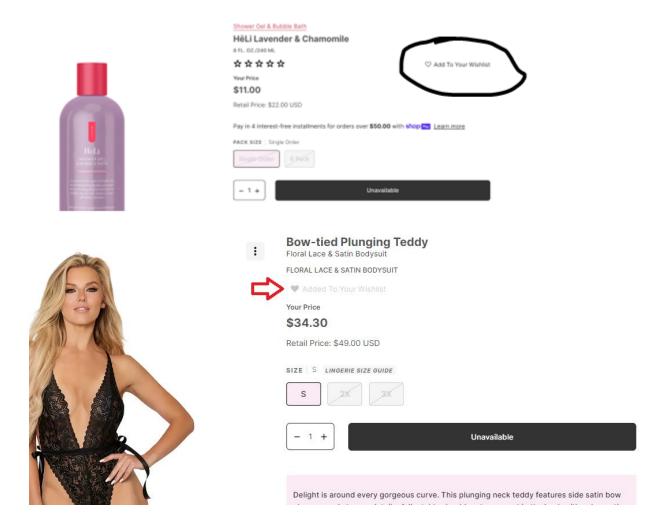


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Backorders/Back In Stock

• Backorders will no longer be able to be pre-purchased and held to ship with your next regular order.

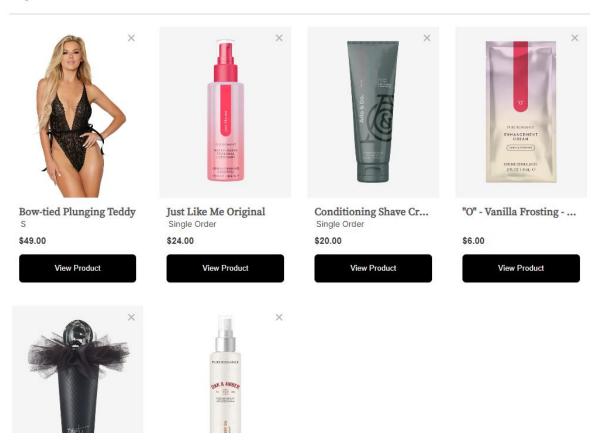
• For any products not available, a Consultant would add the item to their Wishlist by selecting "Add To Your Wishlist" from the product page.



- We recommend you use your "Wishlist" as a place to track items you need to order once they are a back in stock.
 - \circ $\;$ Your Wishlist can be viewed anytime by selection the "heart" in the header on your Online Office.
 - To remove something from your "Wishlist", either tap the X in the top right-hand corner of the item or to clear the full "Wishlist", tap the kebab (3 dots).
- If "Add To Wishlist" is grayed out it's already in your Wishlist



My Wishlist



• Consultants who have added items to their "Wishlist" will now receive back in stock email notification.

PURE ROMANCE

That sold-out item you loved is back in stock. Triple Orgasm Machine is yours for the taking!



• When site launches all Free Product and Credit on File amounts earned will be migrated over.

Organize Your Contacts

- Your Online Office and PureShop will sync/show same contacts.
- If you are not a PureShop user, any contacts on your Online Office migrated over to the new Online Office.
- Contacts will have features, such as, tap +Add Contact, Import or Export. There will be an easy way to sort your contacts with the sort functionality.

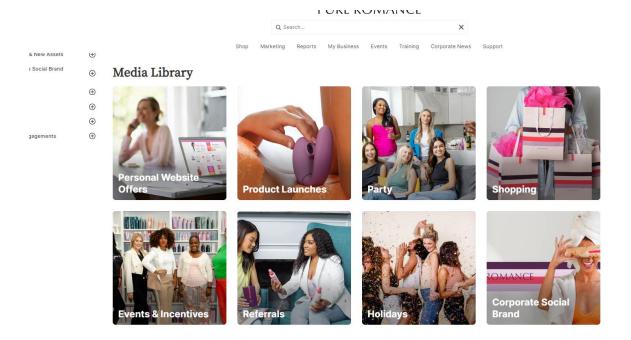
PURE ROMANCE Q Search... Events Training Corporate News Contact Us Marketing Reports My Business My Information My Contacts PURE ROMANCE + Add Contact | Import / Export V | Sort: Last Name III Contacts V Phone Number Q Search... Marketing Reports My Business Events Training Corporate News Edit Note Address Create new reminder 08/24/2023 07:02 PM Save <u>Cancel</u>

- Order History will give you access to every product that contact has ordered.
- There is now a "Delete Contact" option to clean up all contacts that are duplicates, old, opt out of your communications.

The Media Library

- Media Library will replace the Google Drive for downable assets.
- Access the Media Library from the Marketing Tab, then clicking Media Library.

• Most product specific images can now be found on individual product pages.



- Select an image to share to platforms like Facebook, Twitter/X, and Pinterest or download to your device to share!
 - To download a photo from web browser right click your mouse and tap "Save Image As" or "Add Image to Photos".
 - $_{\odot}$ $\,$ To download a photo from your phone Hold finger on photo and select "download image"



- Parties will now be hosted in our PureShop App. <u>Tap here</u> to sign up for PureShop, if not already a user.
- Create a party link directly in PureShop to share with your Hostess.
- Creating a party in PureShop, make sure you select the correct option on how you want products to ship to customers.
 - Default Fulfillment is how you want to process the invoices created in the party.
 - Inventory/Open Order As a Consultant you carry inventory and will fulfill the orders and ship to customer.
 - Dropship Pure Romance Corporate Office will fulfill orders and ship discreetly to your customer. Sit back and make the commissions on the order.
 - o International Consultants will be provided with another solution since PureShop is unavailable in some countries.

All Things Reports

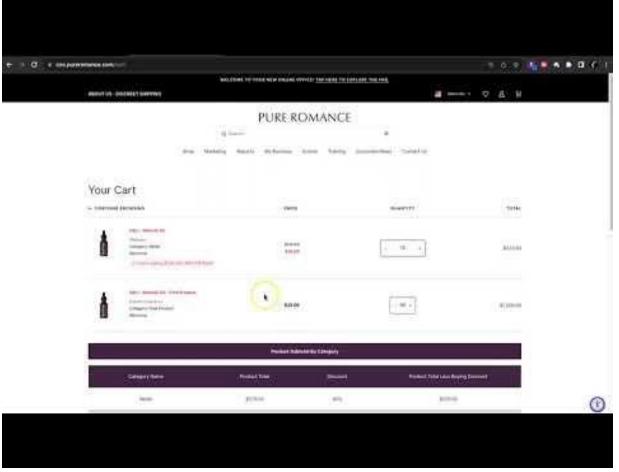
- Better user experience with widget type approach.
- More responsive since 95% of customers shop from mobile!
- Reports will still showcase the three different sections, Business Reports, Incentive Reports, and Team Reports.
- Team Management Details report will now be called Referral Management Details.
- Order History has shifted into the Reports section.
- New Report for Payment Dashboard is showcased which will show your commissions and payment details.
- Order History on your Online Office will reflect orders beginning when the site launches, for any past orders check Reporting.
- Referral Management Details report will showcase all Referrals within 12 months of data.
- There is now be the ability to pinch to zoom in and out of mobile reports!
- There is now more screen area to use for reports, which will allow us to display more relevant information in your reports!

Free Product

When utilizing your Free Product balance for your order, remember to include your Free Product in your order **BEFORE** proceeding to the shipping & handling section during checkout. This ensures a seamless and hassle-free transaction!

Tap here to learn how to apply your Free Product code.

https://www.youtube.com/watch?v=0lutze-wKpk



Free Product can be redeemed at checkout by using a code. To determine if you have a code you can look in two places.

- 1. The first place by clicking the icon on the top right of your screen click account go to the left side of your screen and click Free Products. You have now opened your Free Product virtual wallet you will see a list of codes, expiration dates, and available balances that is assigned to that code. If you do not see codes listed in your Virtual Wallet that means you do not have any.
- 2. You can also see if your Free Product Virtual Wallet during the checkout process.

Check out these other tips when using Free Product:

- When you go to your cart, make sure your Free Product is in your cart.
- Click checkout There are sometimes where the system will skip the information screen at check out and go directly to the shipping or payment screen.
- In order for you to select a Free Product code you will need to ensure that you are on the information screen. Simply go under the Pure Romance logo and hit information.
- Now that you are on the information screen, you will see you have 2 virtual wallets Credit on File and The Free Product Virtual Wallet.
- To use these codes tap on one of the buttons select a code, the system will apply.

• You will see your free product discount applied to your products. Then fill in your shipping information, select your shipping method, then determine what payment method you want to use, or you could also open your Credit on File Virtual Wallet if there is anything available. Then apply the code, and checkout!