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## How To Order Guide

Step By Step Instructions for Ordering StellaLife VEGA Oral Care Products Online at [www.stellalifehealing.com](http://www.stellalifehealing.com)

This process contains instructions for selecting the product, adding to cart, completing the checkout process for purchasing online. If you have not purchased the VEGA Oral Care products before and are unsure about using your credit card online, we recommend you read this.

First you will need to register and have an active online account with StellaLife. To register, please click Log-In at the right corner and follow the registration process. After you successfully register, your account should be approved immediately. If you need help to register, please select HELP at the top right website-page and follow the registration instructions.

1. **Log In:** click Log In at the top right of your screen. Enter you email address and password. If you forgot you password, please click “Forgot your password?” and follow the instructions.



## 2. Account Details and Order History:

Select “Account” at the top right corner. Select “View Addresses” on Account Details and Order History page and enter your correct billing address. This is the address where your credit card statement is sent. To ensure that your order is properly processed, please enter a valid email address and phone number. For future quick and simple reorders, click order number and “Re-Order & Checkout.”

**3. Add to Cart Products:** select your products by clicking on “Products” at the online store. Click “Add to cart”. Reminder: you must be logged in to begin the checkout process.

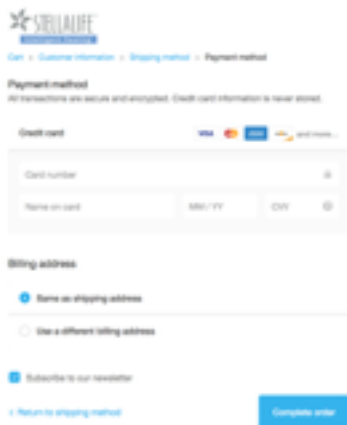


**4. Review Your Cart:** Use the "Quantity" column to remove or add the quantity of a product. Then click “Update”. To add new products not in your cart, please go back to “Products” and “Add to cart”. Click “Update” to review the cart totals. To proceed to the next step in the checkout process, please click “Check out”.

**5. Customer Information:** Fill in and confirm you have the correct shipping information. This is the address where you want your products shipped. Next click "Continue to Shipping Method”.



6. **Shipping Method:** Check to make sure you have the correct shipping information. If incorrect, select “Edit Shipping Address” to edit. This is where you want your product shipped to. Select the “Shipping Method”. Chose the Standard Shipping & Handling (3-7 Business Days) or the Expedited Shipping & Handling (2-3 Business Days). Then click "Continue to Payment Method”.


7. **Payment Method:** For a credit card payment, please enter your credit card number, expiration date and CVV code. CVV is the 3-digit security code usually found on the back of your VISA/MasterCard. American Express cards have a 4-digit code located on the front. Please note that the information you enter here must be the same as that associated with your credit

card billing address. This is the address where your credit card statement is sent. To ensure that your order is properly processed, please enter a valid email address and phone number. If your billing information is the same as your shipping information then leave the box checked. Next, click “Complete Order”. Do not click “go back” or “previous page” (<) until the order is complete.

8. **Finalize Your Order:** This is a very important step. For your payment to be processed, you must click the "Complete order" button. All orders will receive a confirmation email with tracking information.

### Thank you!

You have now finished the ordering process. Enjoy your VEGA Oral Care Products by StellaLife!

### Help Center:

If you need help or would like someone to walk you through placing your order online, please contact your StellaLife Product Specialist or the Customer Care at info@stellalifehealing.com or at 800-828-7265. We will be glad to help you.