# Welcome to the Scentsy Family & Team Abundance:

Welcome to our team. I am Maurita Tollestrup, your Scentsy Team Director & you have just become part of a wonderful opportunity for those who want to get in on the ground level of an exciting and rapidly growing Direct Sales business.  The Scentsy Family has been an amazing adventure for me and I am so excited to watch you grow and develop your Scentsy Family business into whatever you want it to be whether you are a Scentsy Fragrance, Velata or Grace Adele Consultant!   I signed up the first day Scentsy opened to Canada, a first-generation Canadian consultant, & it has been a great adventure with some bumps & twists in the road, but full of fun and learning. Scentsy is still in its infancy and there are so many people and opportunities to share it.

There is so much I want to tell you, but the last thing I want to do is overwhelm you.  Please know that I am available to help you, I try to return calls/emails as quickly as possible; First, I want to make you aware of the attachments I am sending, one is how the compensation plan works and the other is the Canadian prices with the PRV amount that determines your commission.  Another is the Shooting Star attachment, which is also included in your new consultant booklet that you receive with your start up kit. I've also included a document on how to enter a party; you can also watch a short video of this in your workstation under the training tab.

There are a lot of things you will need to know as a new consultant…but you do not need to know them all at once. You can learn as you go, and I am here to help you every step of the way. If you have any questions or concerns as you are getting started with your Scentsy business, please feel free to give me a call or send me an email anytime!!!  I would LOVE to help you any way I possibly can!!!

My email address is safecandles@hotmail.com and my cell number/txt is 780.978.6590, my home 780.832.3961

 The Scentsy Home Office ph# is (877) 855-0617 if you need to talk to Consultant Support, you can also start a support ticket on your workstation, or email them at support\_ca@scentsy.com.

All of the items below are just some of the most important things I want every new consultant to be aware of as soon as they begin their Scentsy business.  There are many other things that will be covered in your New Consultant training and other things that you will just continue to learn as you move along in Scentsy and begin to gain experience.

1. **Get started quickly - Plan your launch party**You will want to host your Launch Party within your 1st 3-7 days to introduce your family, friends, neighbors, co-workers etc. to your new Scentsy business.  This is an excellent way to begin filling up your calendar with bookings, AND you can designate yourself as a hostess and reap the rewards not only from the sales, but from the generous hostess plan Scentsy offers as well. Tips: Always over invite and be sure to write down the names and phone numbers as you invite your guests. This way you can give a reminder call before your Launch and follow up afterwards.

(Please see your New Consultant Start up Guide for more Launch Party details, ideas, and tools. Also, watch the training video on how to host a Scentsy party on the “Training Center” on your workstation.)

1. **Awards**: A really important announcement for new consultants to know about is the "Shooting Star Kit Enhancement" & “Scentsation Start Levels 1, 2, 3”

**Shooting Star Kit** :This is a one-time offer ONLY for New Consultants who sells $500 in PRV (personal retail volume) during their first 15 days enrolled as a consultant. If you qualify, you will be able to purchase this Kit Enhancement for $240 Canadian (shipping and handling incl.)  This kit includes: Your First 15 Days – Scentsy offers a great Enhancement Kit (also known as the Shooting Star Award) to Consultants who reach $500 in personal retail volume (PRV) in their first 15 days (from signing date) with Scentsy.  When you reach the $500 PRV mark within the 15 days, you can then purchase within the next 90 days, the Enhancement Kit, which includes:

• 2 Full-Size Scentsy Warmers

• 1 Premium Full-Size Scentsy Warmer

• 2 Mid-Size Scentsy Warmers

• 5 Scentsy Bars

• 2 Plug-In Scentsy Warmers

• 3 Scent Circles

• 3 Scentsy Solid Perfumes

• 1 Round Scentsy Warmer Stand

• 1 Mini Tester Set with Case

*(Items are preselected- Scentsy's Choice)*

You WILL receive commissions on this Shooting Star Kit Enhancement. These warmers & items can be used for personal needs, as stock to sell, or for you business needs in displaying at events. If you qualify, you can order online, or call customer service to place your order. The number is 1-877-855-0617.

**Scentsational Start - Your First 70 Days** – Scentsy offers you the opportunity to reach one of three levels in your first 70 days (it’s actually 70 because they give you 10 days for your kit to arrive and to get organized and started) called the Scentsational Start.  You can achieve the levels by hitting specific Personal Retail Sales Volumes, recruiting new consultants or a combination of both.  At each level you earn a merchandise credit ranging from $50-$200.  If you have questions or need clarification, please ask!  Set your goals in your Scentsy business for the first 70 days around the level of Scentsational Start you want to achieve!

**Level  PRV          Active Recruits PRV    Credit**

**1          1250   or         3        and      0       $50US/$60CAD**

**2          2500   or         3       and     1250   $125US/$150CAD**

**3          5000   or         6        and     2500   $200US/$240CAD**

(See in your New Consultant Start-up Guide for more details on the “Shooting Star Enhancement Kit” as well as the 70-day “Scentsational Start” award & recognition program )

1. **Monthly Sales Award** – You can earn this award by achieving $2,000 in Personal Retail Sales each month.  The award is a 5% override on your total PRSV, so if you reach $2,000 in PRV, you will receive a $100 bonus. If you reach $3,000 PRV, your bonus would be $150, etc.
2. **What’s considered a party?**
	* In the **USA**, 150PRV or $150 in sales prior to tax/shipping, 1PRV=$1USD.  Shipping is free for party orders of $150 or more in retail sales within the contiguous U.S. Direct-ship orders ($5 minimum charge) and orders to Alaska, Canada, Hawaii, U.S. territories, or APO/FPO’s will incur a charge.
	* In **Canada**, 150PRV or $180 in sales prior to tax/shipping )1.2 stationary exchange rate 1PRV=$1.2Can.  Shipping is free for party orders of $200 or more in retail sales within Canada. Orders less than $200 will incur a 20% charge, minimum $9.

I suggest that all local parties be shipped directly to you. This gives you the opportunity to quality check the product and label each bar and warmer with your information (consultant labels attached).  Especially with basket parties, usually you do not meet the customers; it’s great to place a ‘thank you’ card in their bags (bags provided in every order from Scentsy) to let them know your hostess specials.

1. **Read the New Consultant Start up Guide** you got in your Starter Kit. You will find that there are several helpful and useful tools that are also located in the "New Consultant Start-up Guide" that came in your kit which I have also referred to above. You can also download your Scentsy Manual/Policies & procedures by clicking on the "Resource" tab on your consultant workstation.  I would like to suggest that you take the time to READ YOUR NEW CONSULTANT START-UP GUIDE & THE SCENTSY MANUAL.  This will be very helpful if you take the time to read them!!!  \*Ü\*
2. **Training Information**:  Check out the “Training Center” on your personal workstation. Scentsy has posted the following training videos under the “Training Center” Tab on your workstation with such topics as: \*How to Host a Scentsy Party \*How to email your down-line \*Editing the Personal Website \*Workstation Overview etc.  These videos are extremely helpful so be sure to go in and listen to them.
3. **Get Familiar with your Scentsy Workstation** this is where you will find a lot of great tools and information that will help you (Start Up Guide pg 2+). To get to your workstation go to: [http://scentsy.net](http://scentsy.net/%22%20%5Ct%20%22_blank) then scroll down to “Consultant Login” or www.workstation.scentsy.ca You will want to log-in with your consultant I.D. number and your password you selected when you signed up. Once you get into your site you will want to:
4. **Personalize your replicated site**. This is the first thing your customers will read. You can even upload your photo by clicking on “edit my PWS” at the top of the screen. (When you edit your personal workstation…you are editing the page your customers will go to when they click on your site…Please see the detailed Training video on how to do this under the “Training Center” Tab at the top of your workstation.) Be creative and Have Fun!!!
5. **Go through the “How to enter a Party order” Training Video** under the “Training Center” tab on your workstation so that you will be familiar with the Order Entry Process. (I am also attaching a “How to enter a Party PDF document to this email that can walk you step by step through the order process)
6. **Go to the “Account” tab** on your workstation to enter your Subscriptions to a USA Cross-Border Website, your Personal Replicated Website, Scent of the Month Kit, and/or Scent & Warmer of the Month Kit. (These subscriptions are completely optional you can access, change, or add subscriptions at any time see page 12 of your “New Consultant Start up Guide” for more details.)
* **Scent of the Month Kit** - $35USD/$42CAD + shipping per month; SOTM kit contains the product to help Consultants promote a brand new scent being released the following month.  The kit includes 11 Scentsy bars, 1 room spray, 1 party tester, 1 mini tester, and 50 Monthly special fliers.
* **Warmer of the Month Combo Kit** - $60USD/$72CAD +shipping per month; the combo WOTM kit contains all of items in the SOTM kit PLUS a brand new warmer being released the following month.
* This is a great marketing tool! Use the wax to make samples and give your hostesses a bar as a ‘Thank you’ for having a party!  You will also make commission off the cost of the monthly kit!
1. **Check the “News” box daily** at the top of your workstation to receive important company announcements.
2. **Learn how to use the “Newsletter” tab on your workstation**: With your replicated site you get a FREE customer email newsletter. This E-Newsletter is created and sent out by Scentsy and it looks like it is sent from you. It goes out the 1st Wednesday of every month and you can add new customers email address all month long. You can personalize your message each month as well. This is a valuable monthly tool designed to keep your customers informed about the Scentsy Specials and the Scent of the Month etc. Simply follow the prompts and enter in your customer Email addresses. Be sure to include your own email address, this way you will know when they are sent out. This is a GREAT TOOL!!! But remember it is a “permission-based” newsletter, so before you add any emails, you must be authorized to do so first.
3. **Go to the “Resource” tab on your workstation**.  Here you will find the Company Newsletters, Down-loadable fliers for the Warmer & Scent of the Month, the Business Supplies List (to print out) so you can order more catalogs and order forms etc., You will also find Door prize slips, Booking Coupons, Awards trackers, and several great tools to help you grow your business!!!  Have FUN looking!!!

*PLEASE NOTE: You will get the Personal Replicated Website subscription FREE for your first 3 months after you sign up.  After the 3 months you will need to subscribe to keep it going and the cost is $12 Canadian per month which is well worth the money.  If you want to be able to sell in the US and Canada (Region 1), you will be charged an additional $5USD/$6CAD to have both countries. (Europe additional add-on Region 2)*

*FYI: The Difference between your Scentsy Replicated Site and your Consultant Workstation:*

* *Your Personal Website (PWS) is the only authorized way to operate your business online.*
* *Your PWS is the only way to allow customers to place an order and pay for it without dealing with you personally.*
* *This is the only way to have your name on the Consultant Locator, so customers in your area can find you.*
* *This is the only way New Consultants can immediately sign-up under you.*
* *Your PWS is the only way to utilize some of the features such as E-vites*
* *BEST OF ALL…Access to Scentsy's amazing E-Newsletter is FREE with your paid Replicated Website Subscription!!!*

*Without a replicated site you will still be able to do the following:*

* *Login to your Consultant Workstation by going to [www.scentsy.com](http://www.scentsy.com/%22%20%5Ct%20%22_blank) and follow the links to Consultant Login at the bottom of the page. Enter your ID# and password.*
* *Place a Party order, Customer order, and Business Supply order, and View Reports and Manage you’re down line, trainings, etc…*
1. **Team Meetings:** Team Meetings are generally done online and are recorded. You can join the webinars live or download and watch them later.
* We also are a part of a larger Scentsy group, **Destination Superstar** --Not all consultants have access to this training, only a select group of teams and they are incredible. Visit [www.destinationsuperstar.com](http://www.destinationsuperstar.com) Username: Destination, password: Superstar
(Listen to Co-founder Collette in her own words how Scentsy started!)
* **Consultant Training Phone Calls**: Every THURSDAY at 10:00 am (Mountain Time) Scentsy holds a Conference Training Call that is open to ALL Scentsy Consultants. You can register for webinar by clicking on the "Training Center" tab on your consultant workstation.  You will also be able to see the topic they will be discussing each week and more training info by going to the “training center” as well.
1. **Team Newsletters**: I will also send out monthly Team Newsletters with updates, announcements, recognition, and team challenges just for our team! Watch for the monthly email. Our Team name is Team Abundance, our team is everyone to whom I am their direct Team Leader. Check out previous newsletters on website, it is a private password protected: [www.WelcomeSuperstars.com](http://www.WelcomeSuperstars.com), password: star

We have a very active [TEAM](https://www.facebook.com/groups/DiscoverAbundance/?ref=ts&fref=ts) and a [GROUP](https://www.facebook.com/groups/teamabundance/) (Soaring Scentsy Sista’s) Facebook page for everyone in our group (several different Director’s and their teams in our group). If you are on Facebook please ask to be added to our Team and Group pages. There is a lot of great information & the best place to ask questions, as there is always someone on our team who is willing to help out. Monthly I send out a Team newsletter.

1. **Scentsy Marketing Materials through Scentsy Family Store**: In addition to the marketing items that Scentsy offers directly, there is also Scentsy Store that has created a lot of wonderful marketing material for us. I love the personalized business card, invitations and their mini-catalogs. You can access Scentsy Store through your workstation Order Tab. Supplies – You will want to determine what kind of supplies you are going to need to hold parties.  What do you want to store and transport your party testers in? Do you want to use clipboards or folders for the catalog, order form, scent list and door prize drawing form you will give customers at your parties?

Do you want a tablecloth and other décor items to use with your display etc?  Feel free to ask me or other consultants what they do and what works best for them and then adapt it to what will work best for you!

1. **Set up Your Personal Finances for your Business**: Get in touch with your tax advisor to make sure that you get proper credit for all of your business expenses. It is a good idea to open a separate checking and credit card/debit card for your Scentsy Business that you can use only for Scentsy. This is the only way that you can separate your work from your personal finances. After all, this is your business, so you should treat it like one from the beginning.  I recommend getting an expandable file and labeling each month of the year.  For each month, you will have three separate folders labeled “Expenses,” “Orders,” and “Income”. Keep track of mileage, save bits and pieces you may need.

**I want to know about "Scentsational" YOU**!!! Please email me the following information as soon as possible…Thank you! \*Ü\*\*Name, \*Birthday, \*A little about your Family, \*Hobbies, \*Favorite Treat, \*Favorite Restaurant, \*Other Occupation/s, \*How you heard about Scentsy, and \*any Other Interesting Facts about You, etc.

**\*Remember…I’m Here to Help!!!** Please feel free to contact your sponsor or myself with your questions. I would LOVE to hear about your successes and you’re not-so successes \*Ü\* I'm so excited that you have made the commitment to share the Scentsy experience with others. Scentsy will truly bless your life! You will find personal fulfillment & friendships, as well as the financial benefits that come with a home-based business opportunity. I look forward to working with you as we build our businesses together.

Again, welcome to Scentsy and best of luck as you begin this wonderful new business venture!  We will all be cheering you on!  Your sponsor and I will be here to support and encourage you as you on your Scentsy journey!

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