

## How to place your Avon order

### Tips when you place your order

- Always remember to order brochures two campaigns ahead, so if you are currently placing an order for Campaign 6, you will need to order your brochures for Campaign 8.
- Remember to order other essentials including customer order slips, samples, demonstration products and bags for your customers.

### Option 1 - Place your order online

Register to the Representative site and follow the instructions. [www.avon.uk.com](http://www.avon.uk.com)

Place an order   My orders   My account   News   Training   Opportunities

Campaign: 10  
Order type: Regular

National206 A Mplan  
Today is Thu, May 21, 2009  
00000206 Summary  
Items   Units  
4   4  
CAMPAIGN  
**10**  
12 days left

order products   online offers   samples, sales aids & stationery   view my order

### Add items

Select the campaign you are ordering from then enter the product number and quantity. Click Save Order to save items. Once you have saved items you can close down your computer and come back later to add more items to your order. Once you have ordered all your products click Continue. To backorder click the arrow next to the campaign number and select the previous campaign. Remember you can save your order as you go. If you need to delete an item, tick the box and press 'clear all items'.

VIEW DESCRIPTIONS   SAVE ORDER   CLEAR ALL ITEMS

\* Mandatory Field

Campaign: 10

Camp. no.	Product no.	Qty.	Search	Description	Delete
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>
10		0			<input type="checkbox"/>

Saved products for NATIONAL206 A   Show saved products

### Why order online?

- Ordering online is quick and easy, and it is available 24/7.
- Placing your orders online means you can build up your order as you collect your customers' orders throughout the campaign – you don't have to leave all the work until just before you need to submit the order.
- You can check stock availability before you submit your order. If something is out of stock, offer the customer an alternative so as to avoid disappointment.
- There is no risk of any postal delays holding up your order.
- A great benefit of ordering online is being able to have two more selling days, which leaves more time to re-canvass and find new customers.
- Avon's website offers hints and tips on selling and info on latest Avon news, what's hot and coming soon. It also offers exclusive offers including extra offers for President's Club members.
- Ordering online helps to increase sales as you can buy exclusive offers to suit a wide range of customers, from make-up to handbags.

Option 2 – Use the fast-trak phone line  
0845 345 8444

The fast-trak line is available 24 hours, 7 days a week.

There are 6 options:

1. Place a main / additional order, or add to an existing order
2. Make a payment
3. Account balance information
4. Order tracking and delivery
5. Returns/credits and exchanges
6. Speak to an agent – available between 8am-9pm Monday to Friday, 8.30am – 4.30pm weekends



Option 3 - Filling out the paper order form

Complete the order form and place in the pre-paid envelope provided. You must post it 2 days earlier than the online ordering date.