THE BODY SHOP AT HOME[™] PAY POINT

ACTIVATION USER GUIDE

The Body Shop At Home[™] Pay Point has been designed to provide you with fast, convenient, and reliable access to your earnings. From desktop to laptop, tablet to smartphone, The Body Shop At Home[™] Pay Point makes accessing your earnings easy - wherever you are.

10 Reasons To Love Pay Point

- 1. Fully-responsive web and mobile interface gives you access from any device.
- 2. Self-service capabilities put you in control of your pay out preferences.
- 3. Intuitive dashboard enables easy navigation and quick-look earnings visibility.
- 4. Dynamic Action Bar provides fast and efficient access to important features.
- 5. Crystal-clear transaction history helps simplify funds management.
- 6. Apple and Android apps enable on-the-go access.
- 7. Multilingual interface ensures nothing gets lost in translation.
- 8. Prompt multilingual customer service is available by chat, email, and phone.
- 9. Email and in portal notifications make sure you're always informed.
- 10.Safe, secure earnings access at your fingertips, wherever and whenever you need it!

The Body Shop At Home[™] Pay Point features an intuitive user interface and centralized account management capabilities. This guide is designed to provide you with a high-level overview of important Pay Point portal features. For additional insight and assistance, please refer to the support area in your Pay Point portal.

Before you progress please read The Body Shop At Home[™] Pay Point Overview and the FAQ documents – these are available in the Business Hub.



Your PayPoint Dashboard at a glance

A - **Action Bar:** This dynamic bar auto-populates important items based on account usage. It provides quick and easy one-click access to key areas of your Pay Point portal account. A red indicator will appear whenever an item requires your immediate attention.

B - **Transfer**: Quickly and easily move available funds from your Pay Point portal using your preferred payout method.

C - **History:** Track your transactions—received payments, transferred funds, and fees charged—for as long as your Pay Point portal account has been active.

D - **Resources:** Click here to discover quick tips, important security information, and a handful of other resources that are designed to help improve your Pay Point portal user experience.

E - **Settings**: This is where you can update personal information, reset your password, and change a number of different Pay Point portal preferences (e.g., language, time zone, etc.).

F - Notifications: To access notifications, simply click on the envelope icon. Notifications keep you well-informed of special service announcements, as well as any new updates to your account or Pay Portal environment.

G - Available Funds: This area provides you with a quick overview of the funds available for transfer.

H - **Support:** Have a question about a feature or functionality within your Pay Point Portal? **The** Support section features answers to many frequently asked questions, as well as instructions on how to call, email, or chat with dedicated multilingual customer service representative - **please note the Consultant Support team do not support Pay Point, please call the Pay Point team using the details in the support section.**

I - Chat: Chat support is available whenever the chat icon is visible within your Pay Point Portal.

Ready to unlock the power of your Pay Point Portal? keep an eye on your inbox — you should be receiving an email announcing your first payment soon. If you haven't received a message by 10 July or 2 weeks after your join date, please doublecheck your email Junk folder.



THE BODY SHOP AT HOME™ PAYPOINT USER GUIDE

The Body Shop At Home[™] will create a Pay Point account on your behalf. Once created, you will receive and email with a link you can use to begin your account activation process.

O	THE BODY SHOP AT HOME [™]
Welcome	to The Body Shop At Home™ Pay Point
Hello Shaun,	
Welcome to 1	Fhe Body Shop At Home™ Pay Point.
A new online complete the	Pay Portal has been created for you. Before you get started, you'll need to registration and activation process.
	Activate
We recomme to your Pay P	nd activating soon as certain fees may apply. After activation, you can log in Portal by following this link: <u>https://tbsahpaypoint.uat.hyperwallet.com</u>
Thank you,	
The Body Sh	op At Home™ Pay Point Team
IMPORTANT	NOTICE: This email was sent from an automated system that will not
process any e message, do support.	emails sent to that address. If you have any questions concerning this not reply. Instead, contact The Body Shop At Home™ Pay Point customer

Getting Started

Activating your account

You will need to have the following info to verify your account

- 1. Phone number
- 2. Consultant ID
- 3. Date of Birth

	Activate Account		
2	Verify Your Account		
	Marilla and account action and		
	Phone Number		>
	Verify my account using my		~
	Consultant ID		~
	Verify my account using my		>
	Date of Birth		1

Completing Your Account Profile

The next screen will require you to setup your account profile. Please fill in all the fields. UK and AU International sponsors can leave the non relevant fields blank such as *Social Security Number*.

Personal Information First Rame First Rame Last Rame	
First Name Lobal Middle Name Image: Comparison of the comparison of	
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Set at Security Number: Prove Number: Italian Italian Home Address Country United States V	
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Home Address Country United States	
Home Address Country: United States	
Country: United States 🗸 🗸	
State/Province: California v	
Address Line 1: 1234 Test Street	
Address Line 2:	2
City: San Francisco	
Zip/Postal Code: 12345	

Verification is requested each time you login so please ensure your security questions are memorable.

Email Address	In the week hald fill about about some	
Ensil Address.	tuascar or case r (en eccor) si op com	
Password:		
Confirm Password:		
Security Questions		
Question One:	City of birth ~	
Answer One:	London	
Question Two:	First pet V	
Answer Two:	Rosie	
Legal Agreements		
Hyperwallet:	I have read and agree to the Hyperwallet Electronic Signature and Comm.	nications Delivery Policy.
	I have read and agree to the Hyperwallet Terms and Conditions and Hype	wallet Privacy Policy.
	Confirm Gantel	

Clicking the "Confirm" button and you will be directed to your Pay Point account dashboard below.

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Once you are on the Dashboard you can begin transferring earnings to different back accounts.

The portal has a series of additional user guides and detailed information available in the Resources section accessible from the navigation bar.

If you have any questions related to your Pay Point account please call the dedicated support services for the Pay Point system, full contact details are below:

Live customer service representatives are available for support:

English: Mon – Fri 08:00 – 20:00*, Sat & Sun 08:00 – 17:00* Spanish: Mon – Sun 08:00 – 17:00* French and Mandarin Chinese: Mon - Fri 08:00 – 17:00*

*Please note all the hours mentioned above are in Pacific Time.

U.S.A. / Canada Toll Free: 1-877-546-8220

Worldwide: 001-604-638-6657