



## HOW TO DO BUSINESS INDIA

# 4LIFE<sup>®</sup> INDIA

### 4Life's History in India

4Life opened its India Office in 2008 in Mumbai. Since then 4Life India has opened 6 new offices & pickup centers in India to service the Independent Direct Sellers as they share 4Life products and opportunities with people throughout India.

### India Contact Information:

**General Manager:** Shishir Jha

### How to Contact 4Life India

For questions about becoming a Direct Seller, or to find out more about our products, contact us at

### 4Life India Customer Services:

Toll Free Line: 1800-1020-502

Board Line: +91-22-4093-2700

Email ID: [indiads@4life.com](mailto:indiads@4life.com)

Timings: Monday - Friday: 10:00 am - 5:00 pm

Saturday: 10:30 am - 1:30 pm

Visit us at: <https://india.4life.com> • <https://4lifetools.in>



### we are on Facebook



Check out our page  
to find out more  
about our latest news.

<http://www.facebook.com/4lifeindia>

## How to Enrol

### ① Enrol by Post/ Email/ In Person

- a) Duly fill and sign India Direct Seller Application Form
- b) Submit the following by visiting the nearest office/email at [indiads@4life.com](mailto:indiads@4life.com)/  
Post or courier to 4Life India head office in Mumbai.
  - i. Signed India Direct Seller Application Form
  - ii. Copy of Aadhaar Card (Applicant & Co-applicant)
  - iii. Copy of Pancard (For Tax deduction purposes)
  - iv. Cancelled Personal Cheque/Bank Passbook (For Direct Bank transfer)
  - v. FSSAI registration certificate (if any)
  - vi. GST registration certificate (if any)

### ② Enrol by Internet

- i. Visit [india.4life.com](http://india.4life.com)
- ii. Fill up the new Direct Seller application form.

*Internet Enrollment is allowed to generate 4Life Direct Sellers ID and place first order only. It is not activated for any further transaction until the copy of the application form & supporting documents are received by 4Life in any of the aforesaid ways within 30 days or (end of the bonus month whichever is earlier).*

## How to Place an Order

### ① Place your order at 4Life.com website

- a) Log onto [india.4life.com](http://india.4life.com) and pay by using Credit card or Debit Card (Visa/Master/Rupay/Diners Club)

### ② Place your order in person

- a) Walk in to Mumbai, Delhi, Hyderabad, Chennai and Kohima Office & place your order.
- b) You can pay through Credit/Debit Card or Cash.
- c) We do not accept cheques.

### ③ Place your order via phone, email, fax or post/ courier

- a) Call Indiads @ 1800-1020-502 or email to [indiads@4life.com](mailto:indiads@4life.com) during office hours & place order
- b) Pay via your Credit Card\* through PayZapp or NEFT/IMPS/Cash Deposit in 4Life India Bank Account\*

## Bank Information

### SBI Bank

#### ① \*SBI Cash Deposit Information

- Use a photocopy of the 4Life Cash Deposit Slip - Available at all 4Life Offices, Pricelist, 4Life website ([india.4life.com](http://india.4life.com)), 4Life tools website ([www.4lifetools.in](http://www.4lifetools.in)), Contact [IndiaDS@4life.com](mailto:IndiaDS@4life.com) or Call Toll Free @18001020502
- Fill in the 4Life Deposit Slip in both the Bank copy and the Direct Seller copy and deposit Cash for your order at any SBI Branch - Mention your Direct Seller ID/Name/Contact#, Put in the Depositor's name, if different, Put in the denominations of the Cash deposit and mention the total amount in the words and figures
- Submit the copy of the Deposit Slip to [IndiaDs@4life.com](mailto:IndiaDs@4life.com) office to process your order.

#### ② \*Bankwire (IMPS/NEFT Information)

Beneficiary : Forlife Trading India Pvt. Ltd.	
A/C #	38125583524
IFSC CODE	SBIN0007074

- For IMPS/NEFT payments, money should be deposited in 4Life account of SBI Bank.

### ① \*Bankwire (IMPS/NEFT Information)

Beneficiary : Forlife Trading India Pvt. Ltd.	
A/C #	054-30330000667
IFSC CODE	HDFC0000543

- For IMPS/NEFT payments, money should be deposited in 4Life account of HDFC Bank.
- 4Life should receive copy of the receipt / deposit slip/utr no. once money is deposited in any of the above banks on [indiads@4life.com](mailto:indiads@4life.com) along with order details & Direct Seller ID.

### ② \*PayZapp Information

- Call on Tollfree (1800-1020-502) during office hours to request for a PayZapp link on your registered mobile number to make a payment for your order
- Click on the link in the message received from 4Life
- Proceed to pay via Credit/Debit card
- Share the screenshot details on e-mail with your order payment to [indiads@4life.com](mailto:indiads@4life.com).
- This is similar to online shopping transaction

## How to get the Products

- Pick up
  - From any 4Life Offices (Mumbai / Delhi / Hyderabad / Chennai / Kohima) or
  - From any pick up Centers (Lucknow / Goa) **Orders needs to be placed in any of the 4Life offices beforehand.**
- Shipment
  - Delivery time : 5 Business days.
  - Freight charges: Rs.150/- or 1% of the order, whichever is higher, plus GST @ the applicable rate

## How Commissions are Paid Out

- Commissions are paid out either through direct bank transfer or through demand draft incase bank details are not available with us.
- In order to receive commission via bank transfer, 4Life must receive the bank details of the Direct Seller along with copy of the cancelled personal cheque/Bank pass book.
- Commission payments **will** be sent out on the 6<sup>th</sup> of every month.
- 5% tax **will** be deducted from the commissions, if the Pan card copy is SUBMITTED (TDS)
- 20% tax **will** be deducted from the commissions if the PAN CARD COPY IS NOT SUBMITTED (TDS).
- Commissions less than Rs. 400/- **will** be credited to the Direct Seller's 4Life account and **will** be paid out only once it exceeds Rs. 400/-.
- Rapid rewards **will** be paid to eligible Direct Sellers on the next business day, only if bank details are updated with 4Life or cheques **will** be issued on 16<sup>th</sup> and 20<sup>th</sup> for Direct Sellers whose Bank details are not updated.

# 4LIFE® INDIA

## OFFICE LOCATION AND HOURS

### Mumbai Office (Head Office):

808, 8<sup>th</sup> Floor, A Wing,  
Kanakia Wall Street,  
Andheri Kurla Road,  
Andheri East, Mumbai- 400 093

#### Timings:

Monday to Saturday:  
12:00 pm to 8:00 pm  
**Sunday Off**

### Delhi Office:

A 213-214 Somdutt Chamber -1, 2<sup>nd</sup> Floor,  
Bhikaji Cama Place, New Delhi -110 066

#### Timings:

Monday to Friday: 9:30 am to 6:00 pm  
Saturday: 9:30 am to 2:00 pm  
**Sunday Off**

### Chennai Office:

2<sup>nd</sup> Floor, Commercial Building,  
No.16-C, Above Scan India,  
Sivagnanam Street, T-Nagar,  
Chennai - 600 017

#### Timings:

Monday to Saturday:  
10:00 pm to 8:00 pm  
**Sunday Off**

### Hyderabad Office:

Roxana Sanai, 3<sup>rd</sup> Floor, 1/8/303,  
Sardar Patel Road, Above Pai International  
Show Room, Near Rasoolpura Metro  
Station,  
Begumpet, Hyderabad - 500 003.  
Telangana State.

#### Timings:

Thursday to Tuesday:  
10:00 pm to 8:00 pm  
**Wednesday Off**

## Pickup Centres

### Lucknow Pickup Centre

FedEx Express Transportation C-56, Transport Nagar, Opposite Sahaheed  
path Highway Kanpur Road, Lucknow, Uttar Pradesh - 226 008.

Timings: Monday to Saturday : 9:30 am to 5:30 pm • **Sunday Off**

### Goa Pickup Centre

C/o. SE Enterprises, Shop No. 4, Victoria Building, Opp. Majorda  
Railway Station, Near Napoleon Wedding Hall, Majorda - 403 713.

Timings: Monday to Saturday : 9:30 am to 5:30 pm • **Sunday Off**

### Dimapur Pickup Centre

Shop No. 23, Jasokie Market, G. S. Road, Near Punjab National Bank,  
Dimapur, Nagaland - 797 112

Timings: Monday to Saturday : 10:00 am to 4:00 pm • **Sunday Off**

### Kohima Office:

City Centre, Shop no.2, 3<sup>rd</sup> Floor,  
Near Taxi Stand, Dak Lane,  
Kohima, Nagaland - 797 001

#### Timings:

Monday to Saturday : 9:30 am to 4:00 pm  
**2<sup>nd</sup> and 4<sup>th</sup> Saturday Off**  
**Sunday Off**

**Note:** Place orders in any of the 4Life offices/IndiaDS & pick up by showing your  
invoice at above pick up centers.