

# HOW TO DO BUSINESS... IN INDIA



India Contact Information:  
General Manager: Manoj Shirodkar

## How do new distributors in India Enroll?

New Distributors in India should submit a signed copy of the India Distributor Application form along with Aadhaar Copy. Copy of PAN Card is required for tax deduction on commissions. It can be scanned & sent to [indiads@4life.com](mailto:indiads@4life.com) or submitted in person or posted to any of the 4Life India Offices.

Internet Enrollment is allowed only to generate a 4Life Distributor ID. It is not activated for doing any transaction until the hard copies of the Application form & supportings are received by 4Life. There is no joining/enrollment fee to become a distributor with 4Life.

## How should India Distributors contact 4Life?

### Distributor Services :

Toll Free Line: 1800-1020-502  
Board Line: +91-22-4093-2700

Fax: +91-22-4026-3048  
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>

## How do I place an order?

Place orders by	Payment Mode
1. Walk-In at Mumbai/ Delhi/ Hyderabad/ Chennai and Kohima Office	Cash, Demand Draft, Credit card (Master/Visa) or Debit Card.
2. Phone (Toll Free)	*IVR Credit Card ( Master/Visa), NEFT or PayZapp
3. E-mail to <a href="mailto:indiads@4life.com">indiads@4life.com</a>	NEFT /IMPS or PayZapp
4. Fax/Post/Courier - Mumbai Office	NEFT & Demand Draft.
5. Online ordering at <a href="https://india.4life.com">india.4Life.com</a>	Credit Card (Visa/Master) & Rupay, Dinners Club or DebitCard.

- We do not accept cheques.
- \*Phone in orders paid through Credit Cards are done through Secured IVR. As per the RBI Guidelines, all offline Credit Card Payments require an OTP (One Time Password) from the issuing Bank. ( Please contact the issuing Bank to obtain an OTP).
- For NEFT/IMPS payments, money should be deposited in HDFC or ICICI Bank.

4Life Offices	<b>Mumbai Office:</b> 308, 3 <sup>rd</sup> Floor, Meadows, Sahar Plaza Complex, Near Chakala Metro Station, J. B. Nagar, Andheri-Kurla Road, Andheri (East), Mumbai - 400 059	<b>Timings:</b> Tuesday to Sunday : 12:00 pm to 8:00 pm <b>Sunday Open, Monday Off</b>
	<b>Delhi Office:</b> A 213-214 Somdutt Chamber -1, 2 <sup>nd</sup> Floor, Bhikaji Cama Place, New Delhi - 110 066	<b>Timings:</b> Monday to Friday : 9:30 am to 6:00 pm Saturday : 9:30 am to 2:00 pm <b>Sunday Off</b>
	<b>Hyderabad Office:</b> # 505, Saptagiri Towers, Above Pantaloons Showroom, Begumpet, Hyderabad - 500 016	<b>Timings:</b> Thursday to Tuesday : 12:30 pm to 8:30 pm <b>Wednesday Off</b>
	<b>Chennai Office:</b> 2 <sup>nd</sup> Floor, Commercial Building, No.16-C, Above Scan India, Sivagnanam Street, T-Nagar, Chennai - 600 017	<b>Timings:</b> Monday to Saturday : 12:00 pm to 8:00 pm <b>Sunday Off</b>
	<b>Kohima Office:</b> City Centre, Shop no.2, 3 <sup>rd</sup> Floor, Near Taxi Stand, Dak Lane, Kohima, Nagaland - 797 001	<b>Timings:</b> Monday to Saturday : 9:30 am to 4:00 pm <b>2<sup>nd</sup> and 4<sup>th</sup> Saturday Off, Sunday Off</b>
Pickup Centres	<b>Cochin Warehouse:</b> FedEx Express Transportation and SCS (INDIA) Pvt. Ltd. X/242-H, Jubilee Road, INTUC Jn., Nettoor P.O, Cochin - 682 040.	<b>Timings:</b> Monday to Saturday : 9:30 am to 5:30 pm <b>Sunday Off</b>
	<b>Lucknow Warehouse:</b> FedEx Express Transportation C-56, Transport Nagar, Opposite Sahaheed path Highway Kanpur Road, Lucknow, UP - 226 008	<b>Timings:</b> Monday to Saturday : 9:30 am to 5:30 pm <b>Sunday Off</b>
	<b>Goa Warehouse:</b> C/o. SE Enterprises, Shop No. 4, Victoria Building, Opp. Majorda Railway Station, Near Napoleon Wedding Hall, MAJORDA - 403 713.	<b>Timings:</b> Monday to Saturday : 9:30 am to 5:30 pm <b>Sunday Off</b>

Orders needs to be placed in any of the 4Life offices.

## BANK WIRE/CASH DEPOSIT INFORMATION

Beneficiary : Forlife Trading India Pvt. Ltd.

HDFC BANK	
A/C #	054-30330000667
IFSC CODE	HDFC0000543

ICICI BANK	
A/C #	054-405003496
IFSC CODE	ICIC0000544

- 4Life should receive copy of the receipt once money is deposited in any of the above banks.

### PayZapp Information

- Call on Tollfree to request for a PayZapp link on your registered mobile no: to make a payment for your order
- Click on the link in the message from 4Life
- Proceed to pay via Credit/Debit card
- Share the screenshot details on e-mail with your order payment .
- This is similar to online shopping transaction

### How do I get the Products?

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

### How are Commissions paid to distributors?

- 5% tax will be deducted from the commissions if the Pan card copy is submitted by the distributor.
- 20% tax will be deducted from the commissions if the **PAN CARD COPY IS NOT SUBMITTED** by the distributor.
- Commissions under Rs. 400 /- will be credited to the distributor's 4Life account and will be paid out only once it exceeds Rs. 400 /-.
- In order to receive commission via NEFT, 4Life must receive the bank details of the distributor's along with copy of the cancelled personal cheque / Bank pass book. Otherwise, commissions will be paid by Demand Draft.
- Commission payments will be sent out on the 16<sup>th</sup> of every month.
- Commission will be put on hold for Distributors who have not submitted their Aadhaar Card w.e.f 1<sup>st</sup> Nov 2017 onwards.

### Are there any unique differences with 4Life India that I need to be aware of ?

- 4Life India is not allowed to sell products or take payment from any Foreign Distributors.
- 4Life India does not have a preferred Customer Program in India.
- 4Life India will not ship products outside Indian Territory.