



# GUIDELINES

## **RULES OF CONDUCT**

All IBOs in good standing are welcome and encouraged to use the Business Center. In order to protect our IBOs, as well as the reputation of our brands, we must all act in accordance with the Amway™ Rules of Conduct.

## **SOLICITATION**

Our lease with Citi Field® states that no solicitation shall take place outside of the Business Center. Handing out samples, business cards and/or literature on Citi Field® property is not allowed.

## **CHILDREN POLICY**

Children are welcome at the Center up until 6pm Monday - Friday only. After 6pm Monday – Friday and Weekends, the Center will be reserved for IBOs and prospects only. We ask that Children under the age of 16 be supervised at all times by a responsible adult and that the child remains with the adult. Children that are disruptive to the business operations at hand will be asked to leave the Center.

## **PURCHASE ARE NOT ALLOWED ON BEHALF OF OTHER IBOS**

IBOs will no longer be able to make purchases on behalf of other IBOs not present. We will only allow one transaction per IBO/person. These measures are in place to expedite the checkout process to optimize the merchandising experience and wait times for all.

## **TRAINING ROOMS**

The Artistry Training room, accommodating 30–50 guests, is available to Platinum level and above, by reservation. The Nutrilite training room, accommodating 50–120 guests is available to Diamond level and above, by reservation. Room reservations can be made during normal business hours. Please refer to the “Reserve the Center” tab for pricing and guidelines.

## **TRAINING**

Training sessions are led by Amway Learning Center experts and are open to all IBOs in good standing. For upcoming opportunities to register, refer to the Training and Event tab. Training is free and space is limited. Contact the Center for personalized training opportunities for individual groups or meetings.

## **PRODUCT ORDERING**

The Business Center is an experiential space, designed to provide visitors with an introduction to the Amway Opportunity and Brands. A limited quantity of products will be available on site for you and your customers to purchase and experience the brand. We reserve the right to limit the quantities of product sold. Product may also be subject to backorder. All product is available for order online at Amway.com or

by calling Customer Service. While there is currently no separate shipping or pick up fee assessed at the Center, Amway reserves the right to change this policy.

**PRODUCT PURCHASE LIMIT**

Product purchases are limited to five (5) units of each product.

**PRODUCT RETURNS**

Product returns or exchanges will not be executed at the Center unless they are same day returns and exchanges. All returns must be executed via Amway Customer Service.

**IBO REGISTRATION**

New IBOs are welcome to register at the Business Center. Welcome Kits are also available for purchase.



## **GROUP VISITS**

You are encouraged to bring guests to the Business Center. If you plan to bring a group of 20 or more, please contact the Center in advance so we can help ensure you receive the optimal experience.

## **BRAND EXPERIENCE**

Various assessments and tools – such as the FACES™ analysis (a sophisticated, highly technical skin analysis), Tanita scale, skincare and nutrition assessments are available upon request and appointment. Please contact the Center to schedule an appointment or talk to a Brand Ambassador at the Center.

## **INTERNET**

Free Wifi is available on site.

## **PARKING**

Parking spaces are available at Citi Field®. While parking is free on non-game days, game day and event parking is subject to normal Citi Field® game day parking fees and policies. Go to [www.mets.com](http://www.mets.com) for prices and more information.