

NEW BRAND PARTNER Onboarding Checklist

On-
Boarding

Welcome Your new Brand Partner

- ☐ Send out a **Welcome email or text**, see sample at WelcomeToTheLight.com - "Resources > Downloads & Links > Enrollment Resources > Welcome Letter"
- ☐ **Schedule** a time in the next few days to go over this checklist

Take Your new Brand Partner to at WelcomeToTheLight.com

- ☐ Sign up for email notifications for all our podcasts, events, and all things LifeWave
- ☐ Click on the top right icons to join our **FaceBook & Telegram** pages (next to "Resources" tab)
- ☐ Start with **"Start Here Step 1"**

Guide Them Through Their Back Office

- ☐ Take your new PC, PC+ or Brand Partner through their back office
- ☐ Show them how to order, manage autoship, create pre-populated carts and locate resources

PODCASTS

- ☐ Share Podcast schedules and **JOIN links** on the **"Community > Podcasts"** tab
- ☐ The Light Podcast **Replays** are posted on the FaceBook page under "Guides" and in Telegram

Paid P-P-P / Marketing Options

- ☐ Explore the **MyInTouch** app as a tool <https://tinyurl.com/myintouch>
- ☐ Within 7 days of joining LifeWave, they may choose to purchase the **iDecide interactive presentation tool** at a discounted rate ("Resources" tab under "Share LifeWave Business")

WRAPPING UP

- ☐ Set another time to review another tab on **"WelcomeToTheLight.com"**
- ☐ Encourage them to revisit the website on their own and review the **"Mindset Reset"** section
- ☐ Stay connected with your new Brand Partner and encourage them to become an active part in **The Light community!**

Remember - Duplication creates success!



Help Them Belong First

Before they learn the system, let them feel part of the team. Belonging makes everything that comes after feel easier.