

Hello <Name>,

Since there has been some confusion about how to make changes to a Monat Flexship order we thought we'd send out this email to simplify the process. Once you've done it a couple times, it gets really easy.

1. Login to your Monat account

Go to <https://mymonat.com/> and login to your account with your username and password that you created when you signed up. If you don't remember them, under the big blue "Login" button there are two links: "Forgot Username" and "Forgot Password". If you click one of these two they will send you an email with the requested information that you can use to login.

2. Click on "Tools" and then "Flexship"

You can create a new Flexship or edit an existing Flexship.

3. Add products

To qualify for free shipping, the minimum order is \$84. We recommend systems, but mixing and matching is OK too.

4. Choose shipping address

5. Choose the date you want it shipped and if you prefer future shipments to come monthly or every other month.

One for you. One for your partner. One for the kids...

6. Enter (or confirm) your credit card information and click "Save".

Tada! That's it.

You can login at any time and push back your next order up to two months into the future, indefinitely.

Please reach out if you ever have a question. Texting a picture and description of the problem is probably the best way for us to help.

Thank you for being my VIP! If you're ever interested in becoming a market partner to make some extra money, please let me know!

Best,
Name