

XanGo™ Sponsor/Placement Change Request Information/Instruction Page

Office Use Only: _____

Rev 2003.03.14.02

Instructions:

1. Select the distributor within your downline organization that you desire to move.
2. Evaluate if the desired distributor is eligible to be moved. (See Policies & Procedures G-3 & G-4 – specifically: 1) Has the distributor signed-up within the past 60-days? 2) Has the distributor previously been moved? 3) Is the distributor BELOW the rank of 5K?).
3. All Parties required to sign the form, agree to the change, and to the consequences of this change.
4. If desired distributor is eligible to be moved, fax or mail a copy of the XanGo Sponsor/Change Request Signature Page to all parties required to give written consent for the move. Fill out all required information. (Note: Joint distributor accounts require ALL parties to sign for that distributorship).
5. Once the signed form is returned to you, make a copy of the paperwork for your records. Submit a copy of this form, the signature page, and processing fee to the XanGo Compliance Division. XanGo is not responsible for incomplete, incorrect, or lost requests. **XanGo will only accept both forms (Information and Signature) once they are filled out correctly and completely with all required signatures. These completed documents and the required fee must be received by XanGo on or before the 15th of the month to be effective for the current month's commissions. The changes will be made upon approval of the compliance division, and may affect unpaid commissions.**

Distributor Requesting Change:

Name: _____ Date: _____

Phone: (_____) _____ - _____ Email: _____

Distributor To Be Changed:

Name: _____ Dist ID: _____

Phone: (_____) _____ - _____ Has this distributor been moved before? Yes No

Highest Rank: _____ Enrollment Date: _____

XanGo CURRENTLY Shows:

SPONSOR: _____ SPONSOR ID: _____

PLACEMENT: _____ PLACEMENT ID: _____

REQUESTED Change:

SPONSOR: _____ SPONSOR ID: _____

PLACEMENT: _____ PLACEMENT ID: _____

Payment Method:

1) Check/Money Order: \$ _____ Number: _____

2) Credit Card: Visa MC _____ - _____ - _____ Exp: ____/____/____

Name on Card: _____

For XanGo Use Only: Date Received ____/____/____

Comments: _____
