

Essentially Women® Business to Business Email Distribution System provides a networking opportunity for its members. Use this service to:

- Purchase hard-to-find or discontinued items from another member
- Avoid minimum order requirements when you only need one item
- Obtain product from another member that is offered by a company with whom you do not have an account
- Ask members for recommendations when confronted with difficult fitting situations
- Ask members where to find products you are unfamiliar with
- Sell product that you no longer want to carry

Essentially Women® Group Purchasing Organization emails Business to Business requests on a weekly or bi-weekly basis depending on volume.

Business To Business Policy:

In order to maintain the integrity of the Business to Business system, EW requires the following:

- Complete business transactions with integrity
- Submit payment for product ordered within 30 days maximum—15 days is preferred
- **Sellers should call or email the corporate office to verify whether the buyer is on the no-pay list before shipping product.**

If payment is not received within the stated guidelines:

- Seller should contact the EW corporate office immediately
- The violating member's name will be held by the home office on a "no-pay" list until the bill is cleared.
- The violating member will be contacted by the EW corporate office and notified that payment will be deducted from their Essential Rewards and submitted to the seller
- The violating member will be restricted from use of the Business to Business email communication system.
- If the bill is cleared with Rewards funds; the buyer will remain on the no-pay list.
- Upon a 2nd offense, the buyer will remain on the no-pay list.

If you have any questions, please contact Melissa at 800-988-4484 or email Barb at benefits@essentiallywomen.com.