



How to Do Business in Malaysia

Malaysia Contact Information:

General Manager: Tan Cher Lyn

Malaysia (Main Office):

ForLife Research Sdn Bhd
Unit 5.02, 5th Floor, Amcorp Tower
18 Jalan Persiaran Barat
46050 Petaling Jaya
Selangor, Malaysia

Distributor Support

Hours: (Malaysia)

Monday-Friday : 12pm to 9.30pm
Saturday : 12pm to 7pm
Phone : (603) 7629 6800
Fax : 1300 88 9986 or (603) 7629 6888
E-mail : malaysiacs@4life.com

How do I enroll?

1. Enroll in person
 - a) Complete and sign a Malaysia Distributor Application and Agreement Form and Order Form (your first order MUST include a Compass Kit)
 - b) Visit any of our 4Life Malaysia Office nearest to you and submit ALL the following documents:
 - (i) Malaysia Distributor Application and Agreement Form
 - (ii) A copy of your Malaysian Identification Card (NRIC)
 - (iii) Order Form (complete with payment details)
 - c) Phone enrollments and online enrollments are not available in Malaysia.
2. Enroll by Mail/Fax or Email
 - a) Complete and sign a Malaysia Distributor Application and Agreement Form and Order Form (your first order MUST include a Compass Kit).
 - b) Submit ALL the following documents to our 4Life Malaysia Office or E-mail to malaysiacs@4life.com
 - (i) Malaysia Distributor Application and Agreement Form
 - (ii) A copy of your Malaysian Identification Card (NRIC)
 - (iii) Order Form (complete with payment details)

Original Malaysia Distributor Application & Agreement Form and copy of your Malaysian Identification Card (NRIC) must be mailed to the 4life Malaysia office within 30 days of enrollment.

Order payments can be made with Cash, Cash Deposit into Maybank Account No: 512530183828, Debit Card or Credit Card (Visa or MasterCard). For payments via card, please fax over the copy of the card (both front and back of the card) with signature of the cardholder which appears at the back of the card. **We do not encourage you to email copy of the card due to security reasons.**

How do I place an order?*

1. Place your order via fax or email.
 - a) To fax your order you can simply fax your completed Order Form to a 4Life Malaysia Office with payment details
 - b) If you prefer to email your order, you can email your completed Order Form to malaysiacs@4life.com.
2. Place your order in person
 - a) Products can either be picked up at the Malaysia office or shipped (within Malaysia only) for an additional charge. No phone orders are allowed in Malaysia.

Order payments can be made with Cash, Cash Deposit into Maybank Account No: 512530183828, Debit Card or Credit Card (Visa or MasterCard). For payments via card, please fax over the copy of the card (both front and back of the card) with signature of the cardholder which appears at the back of the card. **We do not encourage you to email copy of the card due to security reasons.**

3. Place your order at 4Life.com website (only applicable for Distributors and Preferred Customers who have signed up with 4Life)
 - a) Log onto <http://malaysia.4life.com>
 - b) Click on **Products** and start shopping

For online shopping experience, please refer to our Shopping Tutorial Video on <http://4lmedia.com/malaysia/tutorials/index.html>

Is an Autoship required?

An AutoShip is not required. However, a monthly maintenance of 100LP is required for Distributors to remain active and to generate possible commissions.

SHIPPING INFORMATION

West Malaysia

Delivery Time: Packages bound for West Malaysia (or Peninsular Malaysia) are delivered within three (3) business days, which does not include the day the order was received by the 4Life Malaysia Office.

Shipping Charge: RM7.50 for the every 1kg and part thereof.

All packages are shipped from the 4Life Petaling Jaya Office only.

East Malaysia

Delivery Time: Packages bound for East Malaysia (i.e. Sabah, Sarawak & Labuan) are delivered within five (5) business days, which does not include the day the order was received by the 4Life Malaysia Office.

Shipping Charge: The shipping charge is based on the actual weight or volumetric weight, whichever that is higher. The shipping charge is RM12.50 for every 1kg or part thereof.

All packages are shipped from the 4Life Petaling Jaya Office only.

4LIFE OFFICES

PETALING JAYA

Unit 5.02, 5th Floor, Amcorp Tower,
18 Jalan Persiaran Barat,
46050 Petaling Jaya, Selangor.

Monday - Friday: 12.00noon - 9.30pm

Saturday: 12.00noon - 7.00pm

Tel: 03-7629 6800

Fax: 03-7629 6888 / 1300 88 9986

JOHOR BAHRU

Unit 13A.05, Level 13A,
Menara Pelangi, Jalan Kuning,
Taman Pelangi,
80400 Johor Bahru, Johor.

Monday - Friday: 12.00noon - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 07-332 7351 **Fax:** 07-335 3351

KOTA BHARU

Lot 270, Tingkat Bawah & Tingkat 1,
Seksyen 24, Jalan Sultan Yahya Petra,
15200, Kota Bharu, Kelantan.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 12.00noon - 7.00pm

Tel: 09-743 1178 **Fax:** 09-744 1178

KOTA KINABALU

Lot 150, Ground & 1st Floor, Block T,
Lorong Plaza Permai 1, Alamesra,
Sulaman-Coastal Highway,
88400 Kota Kinabalu, Sabah.

Monday - Friday: 12.00noon - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 088-484382 **Fax:** 088-485212

SEREMBAN

73-B & 73-B-1, Lorong Haruan 5/3,
Oakland Commerce Square,
70300 Seremban, Negeri Sembilan.

Monday - Friday: 12.00noon - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 06-632 3919 **Fax:** 06-632 3929

SINGAPORE

10 Eunos Road 8, #12-10,
Singapore Post Centre,
Singapore 408600.

Monday - Friday: 12.00noon - 9.30pm

Saturday: 10.00am - 5.00pm

Tel: (65) 6735 2988

Fax: (65) 6733 7688

4LIFE PICK-UP CENTERS

ALOR SETAR

No. 123, Ground Floor,
Kompleks Sultan Abdul Hamid,
Susuran Sultan Abdul Hamid 1B,
05050 Alor Setar, Kedah.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 04-771 9899

Fax: 04-772 0006

KUANTAN

41, Ground Floor,
Jalan Putra Square 3,
Putra Square,
25200 Kuantan, Pahang.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 09-517 3233

Fax: 09-517 3228

MIRI

Lot 1339, Ground Floor,
Jalan Sri Dagang,
Miri Waterfront Commercial Centre,
98000 Miri, Sarawak.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 085-418 870

Fax: 085-418 159

SUNGAI PETANI

Lot 3A, 1st Floor,
Jalan Permatang Gedong,
Taman Sejati Indah,
08000 Sungai Petani, Kedah.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 04-431 1988

Fax: 04-431 1788

KUALA TERENGGANU

Lot 3187K, Tingkat Bawah,
Kompleks Permint Harmoni,
Jalan Batas Baru,
20300 Kuala Terengganu,
Terengganu.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 12.00noon - 7.00pm

Tel: 09-631 8313

Fax: 09-631 8311

KUCHING

Lot 433, 1st Floor,
Travilion Commercial Centre,
Jalan Abell,
93100 Kuching, Sarawak.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 082-233 820

Fax: 082-237 790

MUAR

5-10, 1st Floor, Jalan Hj Jaib,
84000 Muar, Johor.

Monday - Friday: 1.00pm - 9.30pm

Saturday: 10.00am - 4.00pm

Tel: 06-952 9003

Fax: 06-952 9002

4LIFE TEMPORARY PICK-UP SERVICE POINTS

IPOH

ABX Express (M) Sdn Bhd,
115, Jalan C.M. Yusoff,
30250 Ipoh, Perak.

Monday - Friday: 12.00noon - 7.00pm

Saturday: 12.00noon - 4.00pm

Tel: 05-243 8808

KLUANG

ICON Computer,
6GA/GB, Block E,
Medan Kota Johbase,
86000 Kluang, Johor.

Monday - Friday: 12.00noon - 7.00pm

Saturday: 12.00noon - 4.00pm

Tel: 07-776 0815

PENANG

CITY-LINK Express
No. 31, Jalan Zainal Abidin,
Georgetown, 10400 Penang.

Monday - Friday: 12.00noon - 7.00pm

Saturday: 12.00noon - 4.00pm

Tel: 04-227 8488

SANDAKAN

ABX Express (Sandakan) Sdn Bhd /
UTS Logistic
Lot 1, Block 35, Ground Floor,
lorong Indah 12, Bandar Indah, Mile 4,
90000 Sandakan, Sabah.

Monday - Friday: 12.00noon - 6.00pm

Saturday: 12.00noon - 3.00pm

Tel: 089-22 6008

SIBU

8-D Lorong Maludan Barat 2-A,
96000 Sibu, Sarawak.

Monday - Friday: 5.30pm - 9.30pm

Saturday: 12.00noon - 4.00pm

Tel: 084-213 700

TAWAU

City-Link Express Sdn Bhd
TB 12676, Lot 1A, Ground Floor,
Jade Industries Park, Mile 3, Jalan Apas
91000 Tawau, Sabah

Monday - Friday: 12.00noon - 6.00pm

Saturday: 12.00noon - 3.00pm

Tel: 089-912 519/572

- All 4Life Offices / Pick-up Centers / Temporary Pick-up Service Points are closed on Sundays & public holidays
- Temporary Pick-up Service Points' holidays are inclusive of Selangor state holidays

For more information and other enquiries, please contact our Distributor Support Services Hotline at **03-7629 6800**
web: <http://malaysia.4life.com> email: malaysiaacs@4life.com

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TOGETHER, BUILDING PEOPLE[™]