

Associate and Membership Sign Up Email Message Template

Hi *****,

Here is a step-by-step guide to signing up for as an Associate and then the standard membership with LegalShield(SM).

Please note: I can not see some screens without completing the data entry process, so some of these direction may be a little different to the exact process. However, this sign up is very straightforward.

1. Go to this link: <https://www.prepaidlegal.com/hub/> **You Need to Insert Your Hub Site Address Here**
2. Scroll down to the 'Business Opportunity' Tab and Click on it.
3. Click on the "Enroll Now" button
4. Check the Box that is followed by these words: "By checking this box you agree that you are signing up with **Insert Your Name** Independent Associate. If this is not where you intended to be please contact your Independent Associate for the correct website address."

This simply allows me to get credit for the sign up.

5. "Choose Your Country" from the drop down menu: Example, 'Canada'.
6. Select the "Fast Start to Success" program this would be the \$ 149.00 one time fee.
Select 'an individual'; you can switch to a corporation at a later date if desired.
7. Scroll down to the bottom of the page and click on the 'Next' button.
8. Complete the "Personal Information" page.
9. Complete the "Billing Information" page, be sure the Billing address matches the address the Credit card is register to.
10. Click on the 'Submit' button. After processing an email will be sent confirming the registration.
11. Now you will see the final page with the new 9 digit Associate number ... You can print that page for your records.

Now for your Membership:

12. Stay on this page and click the button that says, 'DO YOU WANT TO GET YOUR MEMBERSHIP NOW' (may need to scroll down a little bit) ...
Click YES ... then most of the membership application is already filled in for you ... this way your login name is the SAME for the Associate Login AND the Membership Login.
13. Select the "Featured Plans"; this would be the \$ 26.00/month 'Standard Family Plan'.

14. There is an optional selection for the 'Identity Theft Shield - an additional \$9.95/month', which we spoke about and I highly recommend.
15. Next select the 'Home Based Business Rider', this will cover your business.
16. Ensure the "Personal Information" page is correct and Be sure to include All Your 'Dependents'.
17. Complete the "Billing Information" page, be sure the Billing address matches the address the Credit card is register to.
18. Click on the 'Submit' button. After processing an email will be sent confirming the registration.

Done: Now Both Your LegalShield(SM) Associate Agreement and Membership are complete. Congratulations! And welcome to the Team.

If you or any of your people has any question or concerns, please contact me at the number below.

If you simply want to sign up for the LegalShield(SM) Member.

Hi *****,

Here is a step-by-step guide to signing up for The Standard Membership with LegalShield(SM).

Go to this link: <https://www.prepaidlegal.com/hub/> **You Need to Insert Your Hub Site Address Here**

1. On the 'Protecting Families' tab, Click on the "Enroll Now" button
2. Check the Box that is followed by these words: "By checking this box you agree that you are signing up with **Insert Your Name** Independent Associate. If this is not where you intended to be please contact your Independent Associate for the correct website address."

This simply allows me to get credit for the sign up.

3. "Select your region" from the drop down menu: Example, 'Alberta'.
4. Select the "Featured Plans"; this would be the \$ 26.00/month 'Standard Family Plan'.
5. There is an optional selection for the 'Identity Theft Shield - an additional \$9.95/month', which we spoke about and I highly recommend.

6. Next select the 'Home Based Business Rider', this will cover your business.

7. Scroll down to the bottom of the page and click on the 'Next' button.

8. Complete the "Personal Information" page, Be sure to include the 'Dependents', 'Login Name' and Password sections.

9. Complete the "Billing Information" page, be sure the Billing address matches the address the Credit card is register to.

10. Click on the 'Submit' button. After processing an email will be sent confirming the registration.

Done: Now Your LegalShield(SM) Membership is complete. Congratulations! And Welcome.

If you or any of your people has any question or concerns, please contact me at the number below.