How to use Herbal Signer for your Customer direct order.

Note: Herbalife Signer application works only in Windows system.

Requirement: Windows System / Laptop, Digital Signature certificate of the GST registered associate

STEP-1. Login to <u>www.in.Myherbalife.com</u> with your username & Password.



STEP-2. Go To MENU \rightarrow Customers \rightarrow Receipt History.



STEP-3. Click on **CLICK HERE** to download and install the Herbal Signer application into your system.

	HOME / SHOP / RECEIPTS / DASHBOARD					
ጜ	Please Click Here to download and install eSigner Application to use the Digital Signature Token.					
₿	Receipts History					
盗	Second Content in the second s					
Ĝ	Learn More about the New Receipt Dashboard Page 📎					
₿	Create a new blank receipt or create a receipt from an existing order. Visit the Receipt Settings page to manage your receipt information and accept credit card payments. You can review the Receipting Rules to understand how it impacts your business.					
ŝ	△ Due to System check-in progress, the Customer direct order receipt will be on Hold status, to know the order details, please check in the order history page					
	Report Search					
	Receipts Created In June 2021	Status	T RUN			
	Filter by Date Range		Reset the Search			

STEP-4. Herbalife singer will be downloaded. please use the same and complete the installation process.



STEP-5. After Successful installation of Herbal signer, please open the Digital signature certificate and double click on it.



- **STEP-6.** Certificate Import Wizard will be open with the below options.
 - a. Please Select the "Current user" and click on "Next".



b. The file path will be auto-selected by the system. Click on "Next" to proceed further.



c. If any Key/password is given to the certificate, please enter the same in the Password column.



d. Certificate store path selection – Please select "Automatically select the certificate store based on the type of certificate.



e. Click on Finish to Completing the certificate import.



f. Click on OK to complete the Import.



g. Completion confirmation.



STEP-7. Open the Herbal Signer application and click on OK to start the Digital signature services for customer direct order.

i	HerbalSigner service started		arted successfully.
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After completing all above steps and process, please proceed with customer direct order and in the receipt page. Please select the respective digital signature to complete your order.