



## A "How To" Get Everything Started



**How do I log into the Mary Kay website?** Go to [www.marykayintouch.com](http://www.marykayintouch.com) and you will need your consultant number. Leave the password blank and hit connect.

**How do I set up my Website?** Go to [www.marykayintouch.com](http://www.marykayintouch.com) and log in as a consultant. You will have the option to purchase your website for \$25 in the month you begin your business and the month after.

**How do I order business cards?** Go to [www.mkconnections.com](http://www.mkconnections.com) or call 800-627-9577

**How do I accept credit cards as payment?** Log into [www.marykayintouch.com](http://www.marykayintouch.com) and on the home page scroll down and on the right hand side click on the ProPay link or call 800-630-8115

**How do I order my product?** Your Director will place your first order for you. After that you can order on [www.marykayintouch.com](http://www.marykayintouch.com) by clicking on the "Online Ordering" link at the top of the page. Or call 800-272-9333

**How do I know if I'm active?** Log into [www.marykayintouch.com](http://www.marykayintouch.com) and check your Personal Reports and your status will be next to your name. or call 800-272-9333

**When do I receive my "Star Consultant Ladder"?** After the quarter ends (3/15 or 6/15 or 9/15 or 12/15) the company begins the mailing. Please call Branch customer service if you do not receive it within 8 weeks. 800-272-9333

**How do I select my Star Consultant Prize?** You call the Prize department at (800) 919-7735

**How do I order my Red Jacket?** Call 800-619-0055 I have a problem with my MK email or website? Call MK Intouch Support at 800-272-9333

**My order was missing product?** Call Branch Customer Service at 800-272-9333

**My order had extra product?** Call Branch Customer Service at 800-272-9333