

# DO-IT-YOURSELF LIFEWAVE DISTRIBUTOR BUSINESS CARDS (using the Vista Print online service)

## Step 1

- Download the 2 JPG graphics in the “Do-It-Yourself” section for the front and back of the business card (see red text at top of Marketing Tools page for downloading instructions)

## Step 2

- Go to the Vista Print website located at: [www.vistaprint.com](http://www.vistaprint.com)

## Step 3

- click on “Premium Business Cards”
- click on “Upload a Complete Design”
  - o Choose “Horizontal”, then click Continue

## Step 4 – Front of Card

- Click the “browse” button to find and upload the front of card JPG file you downloaded to your computer in Step 1
- Follow through the steps to add text to your card with your name, contact info, website etc.
- (for layout and position of all text and info, view the PDF titled “**Distributor Biz Card – sample.pdf**” located at the top of the DISTRIBUTOR BUSINESS CARD section of the Marketing Tools page in your Back Office)
  - o All fonts used in the sample PDF are Arial Bold and White. The Name text is 10pt Arial Bold, and the rest of the text info is all 6pt Arial Bold.
  - o The “INDEPENDENT LIFEWAVE DISTRIBUTOR” text is part of the graphic because it must appear on all Distributor cards. We recommend putting your name above this and contact info below.

## Step 5 – Back of Card

- You can leave the back side of the card blank, or you can add the image you downloaded in Step 1. (click “back side” link at the bottom right corner of the card creator window on the Vista Print website, then double-click anywhere on the placeholder graphic to upload the LifeWave Card Back graphic)