

Quick and Easy Business Tools

From the Timeless Integrity Field Leadership Team

How to use this document

The purpose of this PDF document is to give you a quick and easy way to create promotional tools for your Watkins business. Enter your contact information on Page 2, which will pre-fill the fields on most of the other pages.

Then look at any of the other pages to view and print business materials. Adjust the text in the fields as needed before printing.

The business cards are intended to be printed front and back, but the back (which promotes the business opportunity) isn't mandatory. If your printer only prints on one side at a time, you can either leave the back blank, or print on one side, then flip the paper over in your printer and print on the other side (warning: some types of printers recommend that you NOT print on both sides of the paper—consult your printer manual or your printer manufacturer's website if you're not sure).

There's a little bit of colored text on the tear-tag flyer, but it should print fine in black-and-white, too.

Business Tools in this document

Business Cards (page 3 for front, page 4 for back)

Use perforated business card paper, available at almost any business supply store (use Avery #8376 or equivalent, with 10 cards of 2" x 3 1/2" on each sheet). Or just print on regular paper (or heavier "card stock" paper if your printer can accommodate it) and cut apart manually:

Stationery (page 5)

Useful for quick handwritten notes to use as cover letter with catalogs or our business brochure:

Tear-Tag Flyers (page 6)

Cut slits between the tags on the right side of the flyer, and hang flyers on community bulletin boards:

Self-Adhesive Labels (page 7)

Use self-adhesive label paper, available at most office supply stores (use Avery #5160 or equivalent, with 30 labels of 1" x 2 5/8" on each sheet).

Important regarding PDF Viewer Software: If you are using an older version of the Adobe Acrobat Reader software (earlier than version XI), then changes you make in the form fields of this PDF document will NOT be saved after you close the document and you will have to re-enter your information each time you open this document to print more copies.

Note: This PDF document is offered as a free tool by your Timeless Integrity field leadership team as a convenience to you, to allow you to make useful business materials quickly and at very low cost. These items may not work perfectly with all computers and all printers. We cannot make adjustments to accommodate individual requests. If you need something customized, contact a professional printing shop.

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Click on the sample text in any of these fields. Change it to add your own information. Then go to the page to view the item. Make any changes needed to the fields on that page. When it looks how you like it, print as many copies of the item as you want.

For Business Cards and Stationery

Name (or Names).....

Business Card Info (phone, email, street address, ID#) all in one field. Press "Return" or "Enter" key at the end of each line. Typing a lot on one line will shrink text very small on biz card.

Cards/Stationery (text across bottom)

Line 1

Line 2

Line 3

Tear-Tag Flyers (for tags and bottom)

Try up to three lines without using the "Enter" key (see alternate website text below*).

Self-Adhesive Labels

Line 1

Line 2

Line 3

Line 4





**HOME BUSINESS
OPPORTUNITY**

Do You Remember WATKINS?

**The World's Best Products
for Body and Home:**

- **Vanilla & Extracts**
- **Pepper & Cinnamon**
- **Gourmet Ingredients**
- **Lotions & Salves**
- **Natural Cleaners**

Take a tear-tag from the right side of this flyer. Call or email to get a free catalog or to order your favorite products.

Plus, you can EARN INCOME as a part-time independent Watkins consultant. It's easier and pays better than you might think. Visit our website for full details.



**HOME BUSINESS
OPPORTUNITY**

