**E-mails to be sent to:** [**custserv.ph@youngliving.com**](mailto:custserv.ph@youngliving.com)

**Subject:** ER Template

**E-mail Body:**

Dear Member Services,

My name is **(NAME)** with **(MEMBER ID)** and **(PIN).** I would like to process/ update my ER for (month) with the following details:

**Items:**

**Shipping address:**

**Last four digits of card on file (It can be added on VO under My Account > My Wallet):**

**Target processing date:**

Thank you,

(**MEMBER NAME)**