

# **ZDANIS USANA TEAM LIST GUIDELINES**

(Rev. 07.15.17)

## **ZDANIS USANA TEAM MISSION STATEMENT:**

**“The mission of the Zdanis USANA Team e-mail distribution list is to provide a free and effective forum for any and all USANA Associates to share business building information, ideas, and recognition, as well as ask for input from others on these subjects.”**

**1. HOW TO SUBSCRIBE TO THE LIST - To subscribe to the Zdanis USANA Team list, send a blank email to:**

**[join-ZdanisUsanaTeam@host.netatlantic.com](mailto:join-ZdanisUsanaTeam@host.netatlantic.com)**

**FROM** the email address that you want to receive messages at.

**PLEASE NOTE:** After you send the email message to subscribe, you will receive an email message back from NetAtlantic that will have “Your confirmation is needed” in the subject line. It will look like this:

“From: **zdanisusanateam Confirmation (from Lyris ListManager)**

Date: Fri, Jul 14, 2017 at 3:05 PM

Subject: Your confirmation is needed

Please click here to confirm your subscription to zdanisusanateam:

<http://host.netatlantic.com/c?id=84871471.32d39c1a0474bb8edde495aa6baa3233>

We have received a request to add your email address to the zdanisusanateam mailing list. However, you must confirm you want to join by clicking on the link above. Or, you may send a message to

[lyris-confirm-84871471.32d39c1a0474bb8edde495aa6baa3233@host.netatlantic.com](mailto:lyris-confirm-84871471.32d39c1a0474bb8edde495aa6baa3233@host.netatlantic.com)

If you do not want to join, do nothing. You will be automatically removed.”

**You MUST follow the instructions in the confirmation email before your subscription to the list is complete. If you do not receive this confirmation email within several minutes, be sure to check your spam filer and junk email folder so that you can retrieve the message and complete your subscription to the list.**

**Please give this information to others who would like to subscribe to our list. PLEASE do not tell them to send me an email message asking that I add them to the list, since I cannot do so. They MUST subscribe themselves.**

2. UNSUBSCRIBING FROM THE LIST - Every message we send out has an unsubscribe email address very end. You can unsubscribe by sending a blank email message to: [leave-ZdanisUsanaTeam@host.netatlantic.com](mailto:leave-ZdanisUsanaTeam@host.netatlantic.com) FROM the address you receive messages at.

3. CHANGING YOUR EMAIL ADDRESS ON THE LIST - Simply unsubscribe your old address following the step #2 and subscribe your new email address following Step #1, above.

4. POSTING MESSAGES - To post a message to the list, you can send it to me at [petezdanis@comcast.net](mailto:petezdanis@comcast.net) or just "reply" to any message you receive from the list. Either way, your message will be sent to me, and I will review it and determine if it is appropriate for distribution.

5. If you are sending an email message to me for distribution through this list, or for any other reason for that matter, **PLEASE** make life easier for both of us and put "USANA" in the message subject. Doing so will help make sure that your message does not get devoured by my spam filter.

6. VIEW LIST MESSAGE ARCHIVES - To view the archive of previously posted messages, click on:

<http://host.netatlantic.com/read/?forum=zdanisusanateam>

7. REQUESTING RESPONSES - If you are posting a message to the list that requires others to respond to you, **you MUST include your complete name and email address in the body of your message**, or in your signature. Otherwise your message will not be distributed, since people will have no way of knowing how to respond to you.

8. CONTACTING MESSAGE AUTHORS - If you want to contact a person who has distributed a message through the Zdanis USANA Team e-list, just make a note of their email address, and respond directly to them. **Do not "reply" to messages distributed through the list, since your reply will not go to the person who wrote the original message, it will come back to me, the owner of the list.** If the person's email address is not included in their message, just move your cursor over the name after "From:" at the beginning of the message, and you should see their email address there.

9. SOLICITATIONS - Solicitations of list subscribers by other list subscribers for other network marketing companies, business opportunities, affiliate programs, lead generation opportunities, etc. will NOT be allowed or tolerated. **Any subscriber who initiates such solicitations will be removed from the list immediately and permanently.**

10. PRODUCT TESTIMONIALS - Product testimonials, product dosage recommendations, or requests for product testimonials or dosage recommendations, will **NOT** be distributed through this list. Excellent information is already available from USANA Technical Services, the USANA "Ask the Scientists" web page, the USANA Product Information Book, and many other qualified sources. Care must be taken with product testimonials to insure that they are within USANA Compliance Policies and Procedures. One should always consult their own physician for medical advice.

11. CONVENTION TICKETS, MEETING EVENT PASSES AND HOTEL ROOM RESERVATIONS - In order to save time, expense and minimize messages that are of no interest to the majority of subscribers, we will not distribute messages for people who are selling or transferring Event Passes, hotel rooms, transportation, looking for roommates, etc., for USANA Celebrations and Convention. We will, however, distribute messages for subscribers who want to purchase tickets, hotel rooms, transportation, looking for hotel rooms to share, etc., for USANA Celebrations and Conventions.

**12. COMPETITIVE COMPANIES** – Please do not send requests for information about competitive companies. We will not post such requests to the list. If you want to learn something about another company, then you should do some research on the internet (Google), or ask a Distributor for that company. Please do not ask others to take focus away from their USANA businesses to do your research for you.

**13. OTHER PRODUCT AND SERVICE RECOMMENDATIONS** - In order to insure that there is no confusion or implication that any programs such as lead sources, training programs, mentoring services, nutrition courses, home study programs, etc. are endorsed by ourselves or USANA, we will NOT post information about these types of programs on this distribution list.

**14. MEETING ANNOUNCEMENTS** – Only USANA sponsored meeting, conference call and web cast announcements will be distributed to the list. Associate sponsored meeting, conference call and webcast announcements will NOT distributed to the list. If you are coordinating or supporting a USANA sponsored event of any type, we will gladly assist you in promoting it.

**15. COPYRIGHTED MATERIAL** - Under no circumstances will copyrighted material be distributed through this list without the expressed, written consent of the author, or unless all legal requirements for distribution have been met. The list owner reserves the right to determine what material falls into this category.

**16. EMAIL ATTACHMENTS** - Email attachments larger than 100KB will NOT be distributed through the list out of consideration of expense and security issues.

**17. GUIDELINE UPDATES** – Periodic updates to these guidelines can be found at:

[http://www.petezdanis.com/doc/Zdanis\\_USANA\\_Team\\_List\\_Guidelines.pdf](http://www.petezdanis.com/doc/Zdanis_USANA_Team_List_Guidelines.pdf)

*Pete and Dora*

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