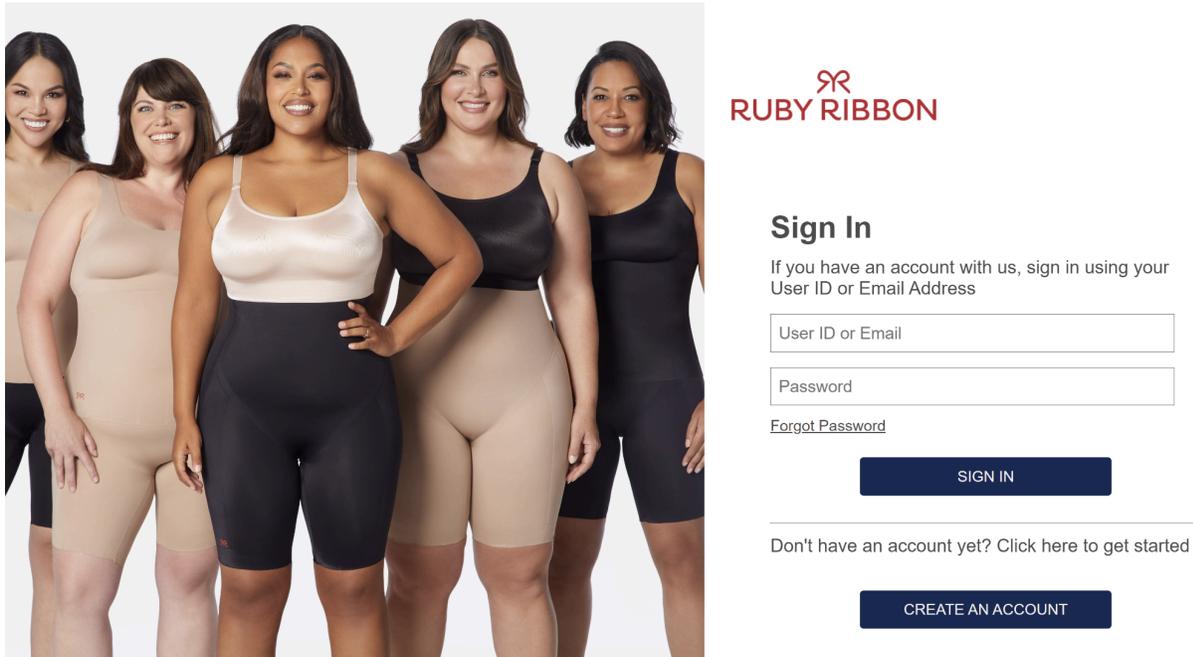




## **STYLIST/HOSTESS VIRTUAL OFFICE REGISTRATION**

These instructions pertain to registering an existing Stylist or Hostess in VO.  
THIS IS A ONE TIME ACCOUNT SETUP

1. Go to the VO login page at <https://rubyribbon.myvoffice.com/>



2. Click on "Create an Account"
3. Complete Identification Prompts (Stylist ID and Email Address)

### Identification

Please enter your Ruby Ribbon - PREVIEW Distributor ID in the space provided below. (You must have a Ruby Ribbon - PREVIEW ID number before you can register.)

Distributor ID \*

Email Address \*

4. Select EVO Basic (already defaulted), select username and password. Passwords must be at least 8 characters and contain the following: Upper case letter, lower case letter, number, & special character. Verify all contact information is correct, select the proper timezone and agree to Terms of Service, hit submit.

### Registration

Welcome Christina

Select your package

Evo Basic (Free) (add later) 

Evo Plus (US\$9.95 per MONTH) (add later)

#### Account Information

Please choose a username and password to use on this system.

Your username should be between 4 and 30 characters long and only contain letters and numbers. It must contain at least one letter.

Username \*

Your password must be at least 8 characters long and contain the following.

- An Upper Case Letter
- A Lower Case Letter
- A Number
- A Special Character

New Password \*

Re-Enter New Password \*

#### Phone Numbers

Phone numbers outside the USA and Canada should be entered as 011 + country code + local number.

Home Phone \*

Work Phone

Cell Phone

#### Email Address

If we need to contact you via email for any reason, we will use your email address.

Email Address \*

5. You will arrive at a page explaining the Virtual Office and provide the support email address. Click the link "Click here to login" to be returned to the login page.



Welcome to the premier online center for your business needs! This system will quickly become your best tool for motivating, educating, training, and supporting your business community. If you experience any problems, or have suggestions for improving this service, please send an email to [support@rubyribbon.com](mailto:support@rubyribbon.com).

[Click here to log in.](#)

6. At login page, use newly created username, Stylist ID #, or email address to login with selected password.