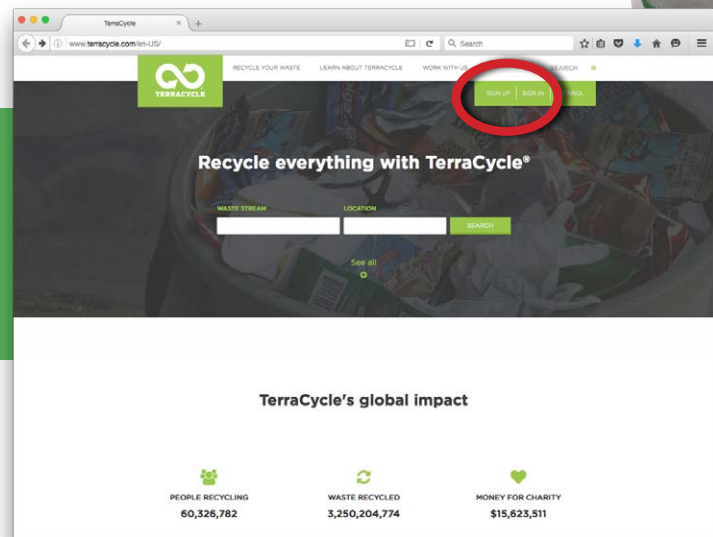


BAUSCH + LOMB ONE BY ONE FOR OFFICES HOW TO: SIGN UP YOUR OFFICE

1.

Click the green sign-up button in the top-right corner of the TerraCycle homepage (www.terracycle.com).



2.

Complete all of the required fields. Please note, your store address will be listed on a publicly viewable map that consumers can find on www.terracycle.com.

A screenshot of the TerraCycle sign-up form. The form is divided into several sections: 'Contact Information' (First Name, Last Name, Address, City, State, Zip Code, Phone Number), 'Additional Information' (Organization Name, Organization Type, # People Collecting), and 'Account Information' (Email Address, Password, Confirm Password). A green circle highlights the 'Organization Name', 'Organization Type', and 'Email Address' fields. Green arrows point from these fields to the corresponding instructions on the right. A green arrow also points to the 'Address' field.

a. This **MUST** be the office manager or designated leader's full name.

b. Under Organization Name enter the **Office Name** (if applicable)

c. Under Organization Type select **Business/Office**

d. Email address should be filled out with the office manager or designated leader's contact.



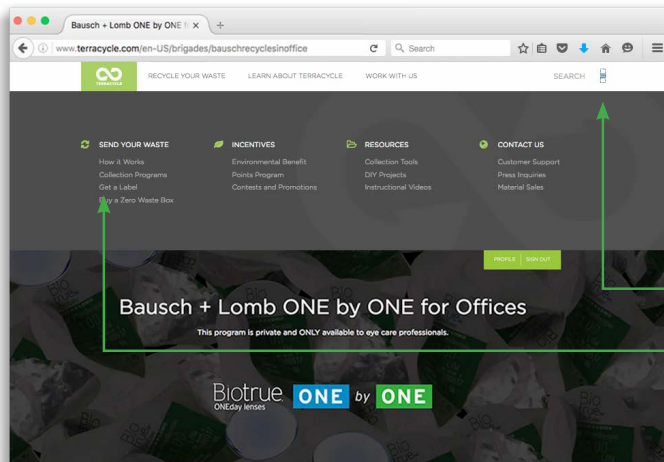
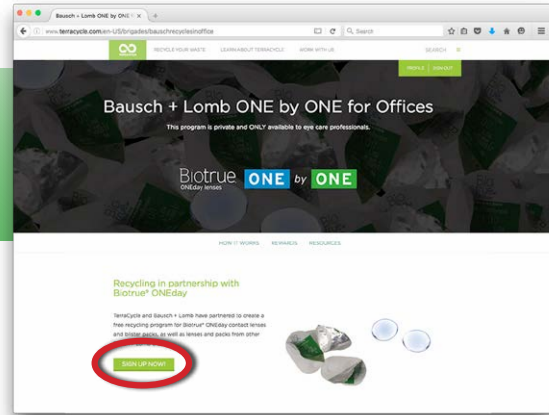
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3.

Once you are signed in to your new account, visit www.terracycle.com/bauschrecyclesinoffice

4. Click on the **JOIN PROGRAM FOR FREE** button.



5. Now that you are a member of this program, you can **DOWNLOAD FREE SHIPPING LABELS**.

- a. Click the shortcut menu in the top right
- b. Click **GET A LABEL** from the drop-down menu.

6. Click **GET SHIPPING LABEL** under the program name.

