

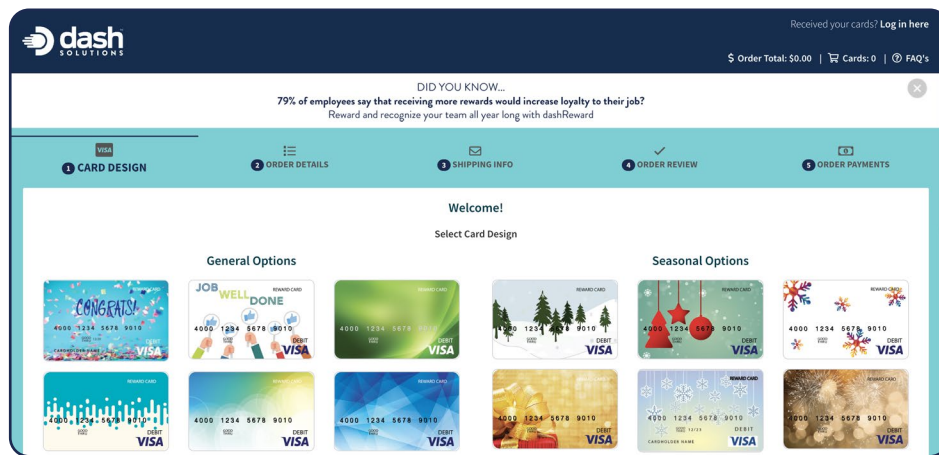
NEW USER INSTRUCTIONS:

Placing Seasonal Reward Card Orders

Get Promo Code (if applicable) from your Dash Representative

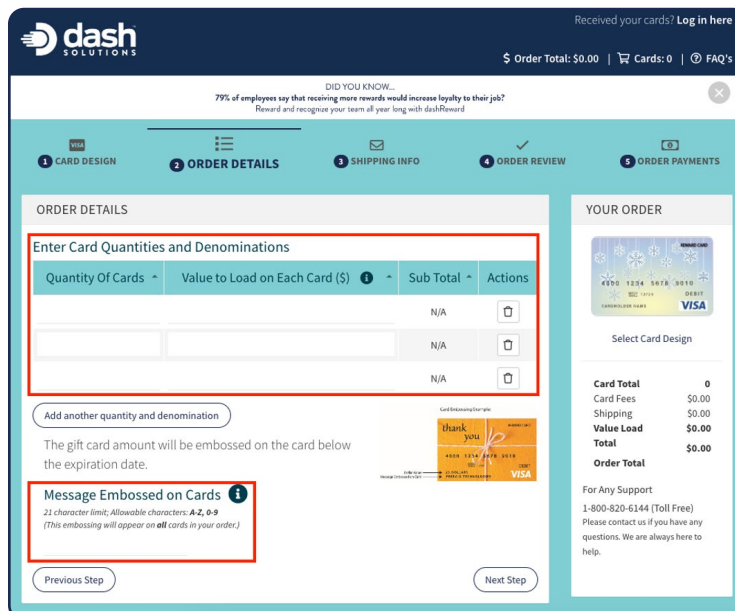
Visit Card Store: <https://portal.in-prepaid.com/#/directOrder/designSelection>

Choose Card Design



Order Details

Enter the Quantity of Cards, Value Load on Each Card, and Message Embossed on Cards (optional) and select “Next Step.”



Next Screen:

- Complete all required boxes designated with a red *
- If you worked directly with a Dash sales team member, put their name in the “Referred by” box

ORDER DETAILS

Tell us about your company

User Email Address* Company Name* Referred By

Address Line 1* Address Line 2

City* State* Zip*

Primary Contact First Name* Primary Contact Last Name* Primary Contact Phone Number*

Company Website* Federal Tax ID/EIN* Years in Business*

Previous Step Next Step

YOUR ORDER

Select Card Design

Card Total	1
Card Fees	\$3.25
Shipping	\$0.00
Value Load Total	\$1.00
Order Total	\$4.25

For Any Support
1-800-820-6144 (Toll Free)
Please contact us if you have any questions. We are always here to help.

- When all information is complete, select “Next Step”

Shipping Info

SHIPPING ADDRESS

Enter Shipping Information

Same as company address

Address* Attention*

Phone* Address Line 1* Address Line 2

City* State* Zip*

Select Shipping Method* Estimated Shipping Cost Promo Code

Previous Step Next Step

YOUR ORDER

Select Card Design

Card Total	1
Card Fees	\$3.25
Shipping	\$0.00
Value Load Total	\$1.00
Order Total	\$4.25

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Please contact us if you have any questions. We are always here to help.


- Select “Same as company address” or enter new shipping address if cards are to be sent to a different location
- User must Select Shipping Method before proceeding to next screen
- Promo Codes can be applied here, if available
- When all information is completed, select “Next Step”

Order Review

ORDER REVIEW

Your order for 1 cards is almost ready. Below, you can verify the information, choose to edit the information, or submit the order for processing.
If you need help, please contact us or call us at 1-800-820-6144.

Order Date: 18 Jul 2024

Card Type Corporate Reward Quantity: 1  Select Card Design	Shipping Address Cassie Test 600 University Park Place Birmingham, AL 35209 Edit Address Shipping Method UPS Ground Change	Order Summary Card Fees: \$3.25 (\$3.25 per card) Shipping: \$18.00 Value Load Total: \$1.00 Order Total: \$22.25
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Note: A 3.5% credit card processing fee will be added to your order.
IMPORTANT! For security, we will ship your cards with no value loaded. You must return to the site to acknowledge receipt of the cards and approve them for loading. You will receive clear instructions for this in your order confirmation delivered by email.

Make Payment

YOUR ORDER

Card Total	1
Card Fees	\$3.25
Shipping	\$18.00
Value Load Total	\$1.00
Order Total	\$22.25

For Any Support:
1-800-820-6144 (Toll Free)
Please contact us if you have any questions. We are always here to help.

- Review order to ensure accuracy
- Select Make Payment

Order Payments

Select to Pay with Credit Card and enter details **OR** select Pay with ACH Transfer to use the Virtual Funding Account

- Instructions for using the Virtual Funding Account will be emailed after the order is approved

ORDER PAYMENT

Payment Options

Pay With Credit Card Pay With ACH Transfer

Credit Card Information (your credit card information will not be stored.)

First Name* Last Name*

Please enter first name. Please enter last name.

Card Details*

Card number CVC

3MM / YY

Credit Card Processing Fee: \$0.75
Final Payment Amount: \$23.03
Note: A 3.5% credit card processing fee will be added to your order.

Select the billing address for your credit card.

Company Address Shipping Address

Address Line 1*

Address Line 2

City* State*

Zip* Phone

Make Payment & Place Order

YOUR ORDER

Card Total	1
Card Fees	\$3.25
Shipping	\$18.00
Value Load Total	\$1.00
Credit Card Processing Fee	\$0.75
Order Total	\$23.03

For Any Support:
1-800-820-6144 (Toll Free)
Please contact us if you have any questions. We are always here to help.

ORDER PAYMENT

Payment Options

Pay With Credit Card Pay With ACH Transfer

Final Payment Amount: \$22.25
Instructions for submitting your payment via ACH will be emailed to you after you place the order. The order will immediately begin processing and will not be delayed due to the ACH payment. Once submitted, orders cannot be cancelled without incurring a fee.

Place Order & Pay By ACH Transfer

YOUR ORDER

Card Total	1
Card Fees	\$3.25
Shipping	\$18.00
Value Load Total	\$1.00
Order Total	\$22.25

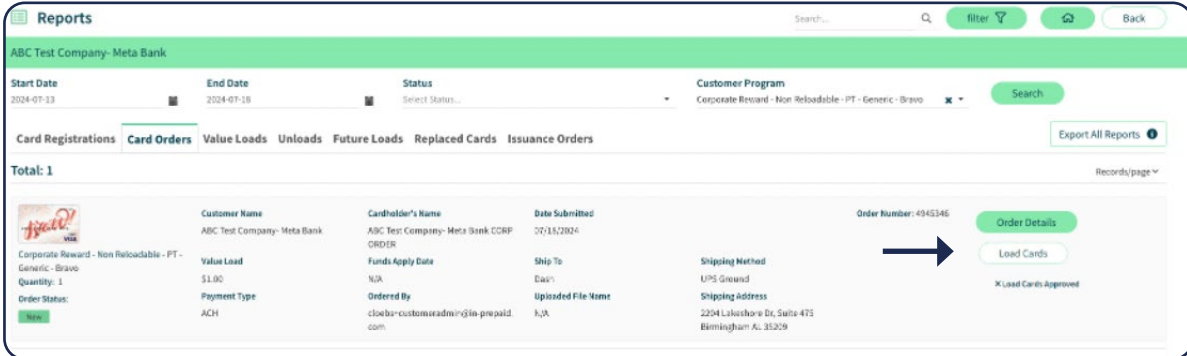
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1-800-820-6144 (Toll Free)
Please contact us if you have any questions. We are always here to help.

An email is automatically sent once the order is placed. You will receive additional communications with next steps after our team has approved the order. You will be able to set up a username and password, view your order, fund your cards, and more.

Load Cards

Once cards are received, they can be loaded all at once.

- Login to the portal with instructions provided in the email communications
- Navigate to Card Orders and select the order under the Corporate Reward - Non Reloadable program
- Select the “Load Cards” button to load the cards. A popup will display asking you to confirm the card load.
- NOTE: Enough funds must be in the associated virtual account in order to complete the Load Cards function.



The screenshot displays the 'Reports' section of a web portal for 'ABC Test Company - Meta Bank'. The 'Card Orders' tab is active, showing a single order with the following details:

Customer Name	Cardholder's Name	Date Submitted	Order Number
ABC Test Company - Meta Bank	ABC Test Company - Meta Bank CORP ORDER	07/18/2024	4945346

Additional order details include:

- Customer Program: Corporate Reward - Non Reloadable - PT - Generic - Bravo
- Value Load: \$1.00
- Funds Apply Date: N/A
- Ship To: East
- Shipping Method: UPS Ground
- Shipping Address: 2204 Lakeshore Dr, Suite 475, Birmingham AL, 35209
- Payment Type: ACH
- Ordered By: cloebn-customeradmin@ta-prepaid.com
- Uploaded File Name: N/A

Buttons for 'Order Details' and 'Load Cards' are visible, with an arrow pointing to the 'Load Cards' button. A 'Load Cards Approved' status is also shown.