**ASSOCIATE EMAIL TO CLIENTS INFORMING THEM OF AN INCOMING GIFT CARD** FOR FIRST-TIME USERS

Hello, **[INSERT NAME]**!

I’m excited to share that a digital gift card is headed your way as a thank you for [INSERT JUSTIFICATION HERE]**.** You should receive an email within 24 hours with your digital gift card. To redeem your gift card, follow these simple instructions when your email arrives:

1. Open the email and select the “Get Now” link.
2. Copy the redemption code on the right-hand side of the landing page.
3. Click on the link listed in the instructions.
4. On the “MyPrepaidCenter” page, click the “Enter Code” button in the white “I Have a Code” box.
5. Paste the code into the box and click the “Redeem Code” button.
6. To activate your card, fill out the required fields on the “Cardholder Registration” page and accept the agreement terms.
7. Click on “Retrieve Card Number” to complete the process.

A follow-up email with a copy of your card information will be seamlessly sent to your inbox.

Once your account is activated, you can navigate through the menu in your newly created account dashboard to select custom options. After you create your account for the first time, future gift cards will be accessible through your account.

Please contact me with any questions or if you need additional support. Thank you for your continued business.

Best,

**ASSOCIATE EMAIL TO CLIENTS INFORMING THEM OF AN INCOMING GIFT CARD** FOR PREVIOUSLY REGISTERED USERS

Hello, **[INSERT NAME]**!

I’m excited to share that a digital gift card is headed your way as a thank you for [INSERT JUSTIFICATION HERE]**.** You should receive an email within 24 hours with your digital gift card. You can redeem your gift card using the following instructions when your email arrives:

* 1. Click the “Get Now” button to open a new window with redemption details.
	2. Highlight the code with your mouse and right-click to copy the information.
	3. Right-click to enter the code into the appropriate field and select “Redeem Code”.
	4. Enter your information into the required fields and select the two consent boxes at the bottom to complete the “Disclosure and Cardholder Agreement” form.
	5. Click “Activate” to complete the process.

A follow-up email with a copy of your card information will be seamlessly sent to your inbox.

Please contact me with any questions or if you need additional support. Thank you for your continued business.

Best,

**ASSOCIATE FOLLOW-UP EMAIL TO CLIENTS WHO HAVE NOT YET REDEEMED A GIFT CARD** FOR FIRST-TIME USERS

Hello, **[INSERT NAME]**!

I noticed that you have not yet redeemed the gift card that we sent as a thank you for [INSERT JUSTIFICATION HERE]and wanted to reach out as a reminder that your redemption link will expire soon.

To redeem your gift card, follow these simple instructions when your email arrives:

* 1. Open the email and select the “Get Now” link.
	2. Copy the redemption code on the right-hand side of the landing page.
	3. Click on the link listed in the instructions.
	4. On the “MyPrepaidCenter” page, click the “Enter Code” button in the white “I Have a Code” box.
	5. Paste the code into the box and click the “Redeem Code” button.
	6. To activate your card, fill out the required fields on the “Cardholder Registration” page and accept the agreement terms.
	7. Click on “Retrieve Card Number” to complete the process.

A follow-up email with a copy of your card information will be seamlessly sent to your inbox.

Once your account is activated, you can navigate the menu in your newly created account dashboard to select custom options. After you create your account for the first time, future gift cards will be accessible through your account.

Please contact me with any questions or if you need additional support. I am here to help!

Best,

**ASSOCIATE FOLLOW-UP EMAIL TO CLIENTS WHO HAVE NOT YET REDEEMED A GIFT CARD** FOR PREVIOUSLY REGISTERED USERS

Hi, **[INSERT NAME]**!

I noticed you have not yet redeemed the gift card we sent as a thank you for [INSERT JUSTIFICATION HERE]**.** The link is set to expire soon. As a reminder, you can activate your gift card by completing the following steps:

* 1. Click the “Get Now” button to open a new window with redemption details.
	2. Highlight the code with your mouse and right-click to copy the information.
	3. Right-click to enter the code into the appropriate field and select “Redeem Code”.
	4. Enter your information into the required fields and select the two consent boxes at the bottom to complete the “Disclosure and Cardholder Agreement” form.
	5. Click “Activate” to complete the process.

A follow-up email with a copy of your card information will be seamlessly sent to your inbox.

Please contact me with any questions or if you need additional support. Thank you for your continued business.

Best,