

## Corporate Christmas e-cards: How it works and common questions answered

### Placing an order

You can use this website to send Corporate Christmas e-cards and donate the cost equivalent of sending printed greeting cards.

- [Choose a Christmas e-card design](#)
- [Find my charity to support](#)

### Pricing for companies

There is a minimum donation amount of £50.

#### Cost per e-card

£1.00 per card on donations of £50  
£0.88p per card on donations of £51-£100  
£0.66p per card on donations of £101-£200  
£0.50p per card on donations over £200

#### Calculate

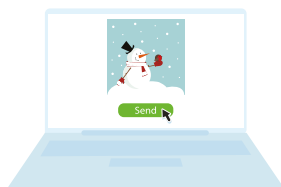
You can go to this [example page](#) and input a donation amount in the field 'Or enter any custom amount' to calculate the volume you'll be able to send.

#### Example volumes received

£100 = 113 e-cards  
£150 = 225 e-cards  
£200 = 300 e-cards  
£500 = 1000 e-cards  
£1000 = 2000 e-cards  
£1500 = 3000 e-cards

#### International payments

The same volume rates apply when giving in USD, CAD, AUD, and EUR.



*As a corporate user you'll be able to upload your logo to feature in the HTML e-card email.*

### Uploading your logo

Please ensure that your logo is a maximum of 300 pixels wide and in .jpg format.

You can use paid for tools such as Adobe Photoshop or free tools such as Pixlr to resize your logo to spec. Please note that we are not affiliated with Adobe or Pixlr and take no responsibility for usage of these tools.



*Be a responsible company this year by going paperless for your festive greeting.*

#### Quick Links

- [How it Works for Companies](#)
- [Account Access](#)
- [Delivery Reports](#)
- [Technical Support](#)
- [Sign In](#)

## Uploading your CSV

Companies can upload a CSV list of contacts to send to. Please ensure that it is saved in the MS-DOS format and the first cell should be blank or entitled 'email'.

## Common questions

- How does it work? View [How it Works FAQs](#)
- What fees do you charge? [View Fees & Pricing](#)
- How do I setup an account? [View Onboarding](#)
- What will you do with my data? [View Data & Security](#)

## Common issues

- How do I go back to send more e-cards? [View Top FAQs](#)
- How I know if my e-cards were sent or delivered? [View Delivery Reports](#)
- Why is the Send button being unresponsive? Please try another browser

## Do I need permission to use my customer contact data?

Yes. You need to ensure that your company has permission to forward your customer contact data to a third party – in this case the customer email address to DontSendMeACard.com for the purpose of sending them an e-card.

If you do not have permission or you are unsure you can send yourself the HTML email and forward it on via your own email client.

## Step-by-Step Guide

### Send Corporate Christmas E-Cards

And donate the cost of cards and stamps!

- 1. Choose your e-card**

Select an e-card image
- 2. Message details**

Who is this e-card from

Write a personal message
- 3. Donation**

Select total cost of sending your cards

£50  £100  £200  £400  £500

Or enter any custom amount.

£

I agree to the [Terms of Use](#) and [Privacy Notice](#).

**You can send up to 0 e-cards - plus upload a csv of contacts and your company logo.**  
You'll be taken to PayPal to make your donation. After that, you'll decide who to send your card to and you'll also be able to preview your card before sending it.

If you need to pay with a credit/debit card, you can still do that using PayPal.

## 1. Make your donation

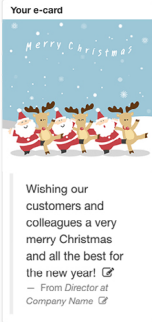
- Select an e-card image
- Write a personal message
- Donate the cost of cards via PayPal or credit card

# Step-by-Step Guide

## 2. Send your e-cards

- Upload your company logo
- Upload your list as a CSV
- Send now or schedule for later

**Your e-card**



Wishing our customers and colleagues a very merry Christmas and all the best for the new year!  
— From Director at Company Name

### Now, choose your recipients

Who would you like to send your e-card to?

Your volume of e-cards assigned will not expire. You will also receive a thank you email containing this link to get back to this page.  
**You can send up to 30 e-cards. Enter your email addresses, one on each line:**

**Email Recipients**

example\_one@email.com example\_two@email.com

**Permission to use Customer Contact Data**  
By entering your customer contact email addresses into the Email Recipient box or via CSV Upload you confirm that you have permission from your customers to use their email address data for the purpose of sending them e-cards via a third party (DontSendMeACard.com). If you do not have permission or you are unsure you can send yourself the HTML e-card email and forward it on via your own email client instead.

E-cards are delivered from noreply@dontsendmeacard.com with your email address as the Reply To.

Please optionally upload a CSV file of recipients.

**Select a CSV file**  
Choose File: no file selected

Please optionally upload your logo here to accompany your message. JPEG with a filesize under 500kb, maximum width of 300 pixels.

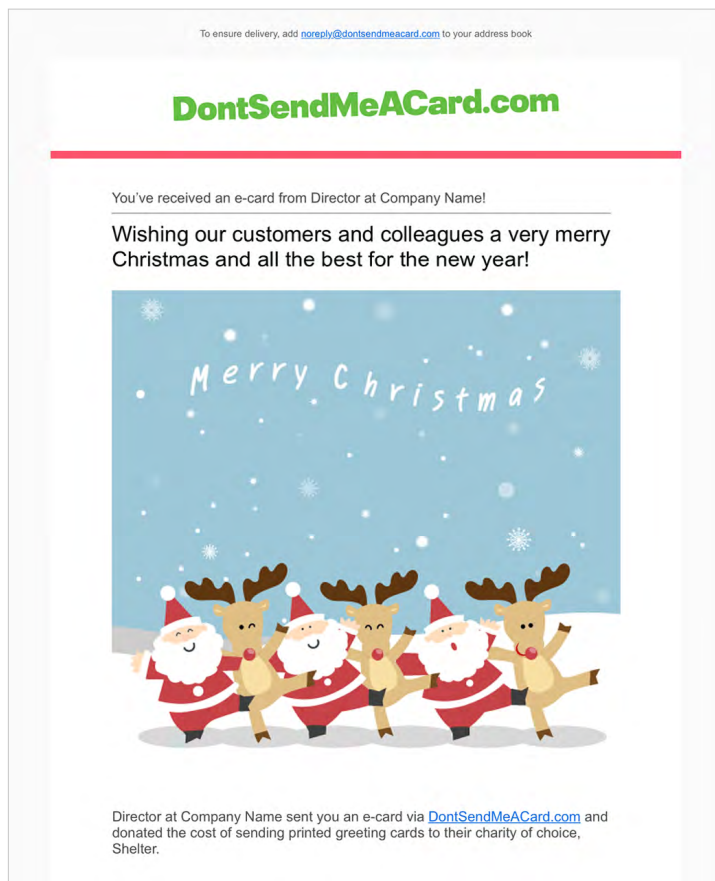
**Logo**  
Choose File: no file selected

**E-Card Report**

Show how much you have donated?

[Send](#) [Schedule](#) [Preview](#)

We never spam your contacts or sell email addresses. View our [privacy policy](#).



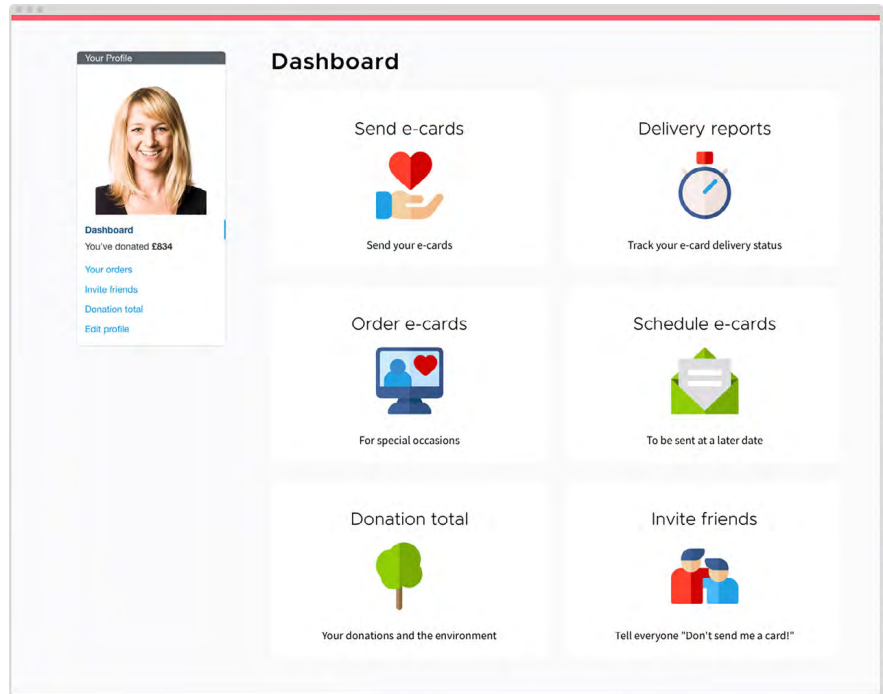
## 3. Your e-card received

- Customers receive an e-card HTML email
- Your company brand is featured
- Info shown about your selected cause and their work

# Step-by-Step Guide

## 4. Setup account access

You can re-access your orders and more at anytime by setting up an account password [here](#).



## Delivery Report

Track the delivery status of your e-card sends

Shelter - Birthday

Sent to recipient		Delivery Status
example@dontsendmeacard.com	2020-04-30 18:29:02	🔴 Opened
example@dontsendmeacard.com	2020-05-05 12:31:01	🟢 Sent

### Status

#### 🔴 Opened

Success your e-card has been opened in the recipients mail client.

#### 🟢 Sent

Your e-card was sent but hasn't been read yet by the recipient. If it remains unread please follow the bounce instructions below.

#### 🔴 Bounced (See instructions below)

Your e-card could not be delivered, and we offer the following workarounds:

## 5. Track delivery

- When you login to your account and go to Your Orders, you'll see a new button next to each order entitled 'E-Card Report':
- Click the E-Card Report button and you'll be able to see a delivery status report.
- Read full article on Delivery Reports on our [blog](#)