# 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 PixIr to resize your logo to spec. Please note that we are not affiliated with Adobe or PixIr 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

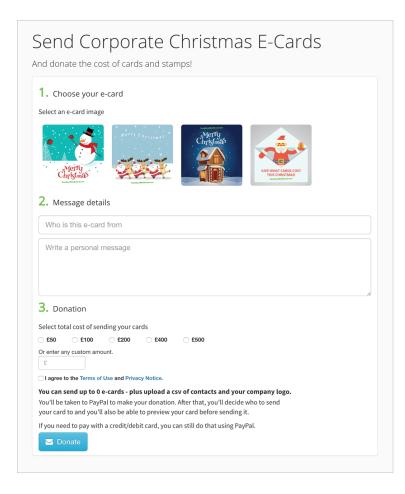
#### **Common issues**

- 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 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 email and forward it on via your own email client.

## Step-by-Step Guide



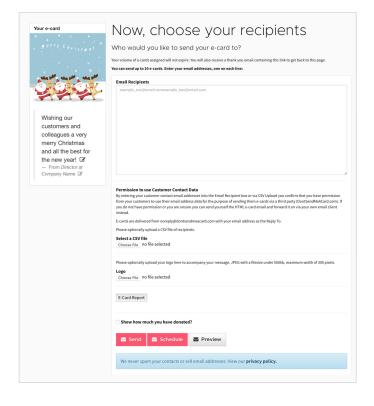
#### 1. Make your donation

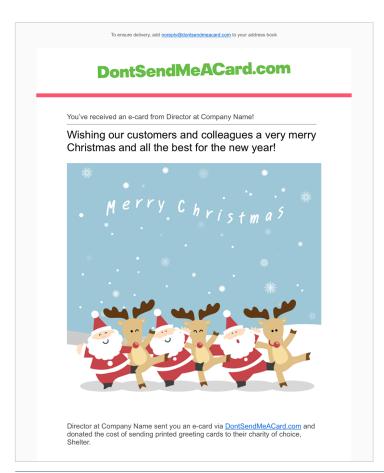
- Select an e-card image
- Write a personal message
- Donate the cost of cards via PayPal or credit card

# 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





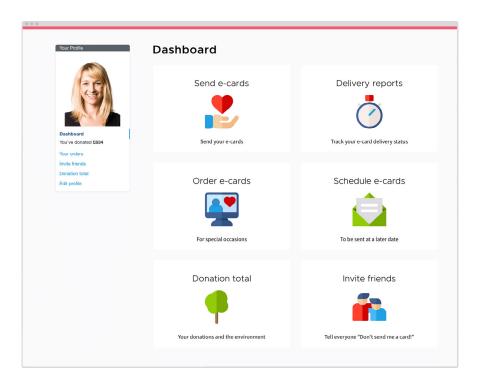
#### 3. Your e-card received

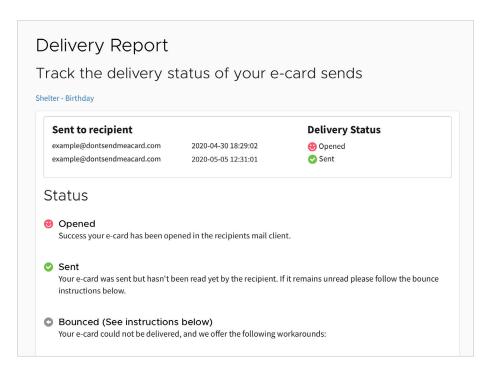
- Customers receive an e-card HTML email
- · Your company brand is featured
- Info shown about your selected cause and their work

## 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.





#### 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