

Quick Start Guide

Start sending with these simple steps.

1. Create a Template

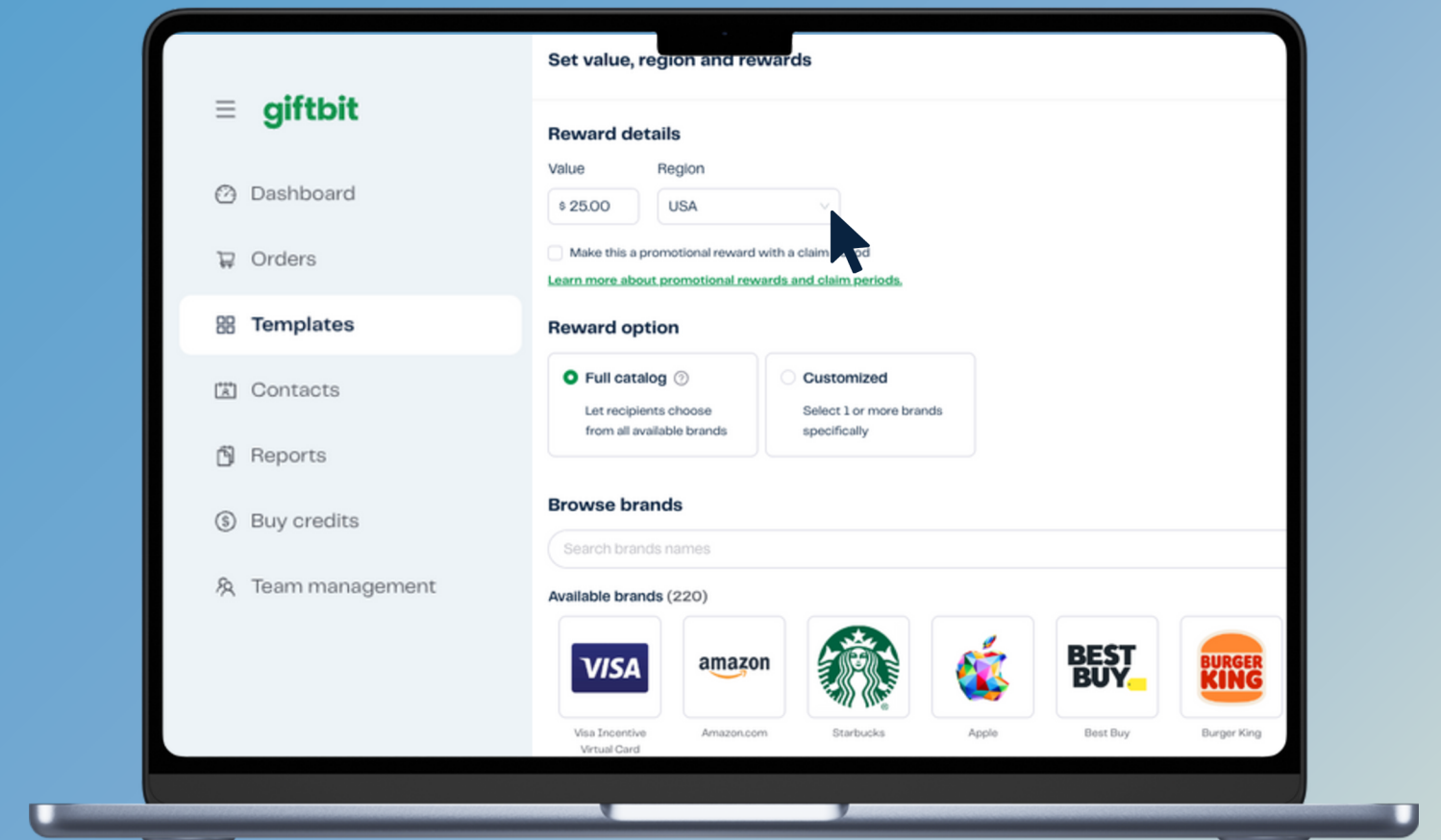
Customize the reward

Compose: The subject line, header image, reward amount, choice options, and message.

Region & currency: Set the location of your audience for local catalog options.

Reward options: Choose Customized to select a single brand or a short list, choose Full Catalog to offer Giftbit's entire selection.

Standard vs. Promotional: Choose if the reward is time-limited and choose the expiration date.



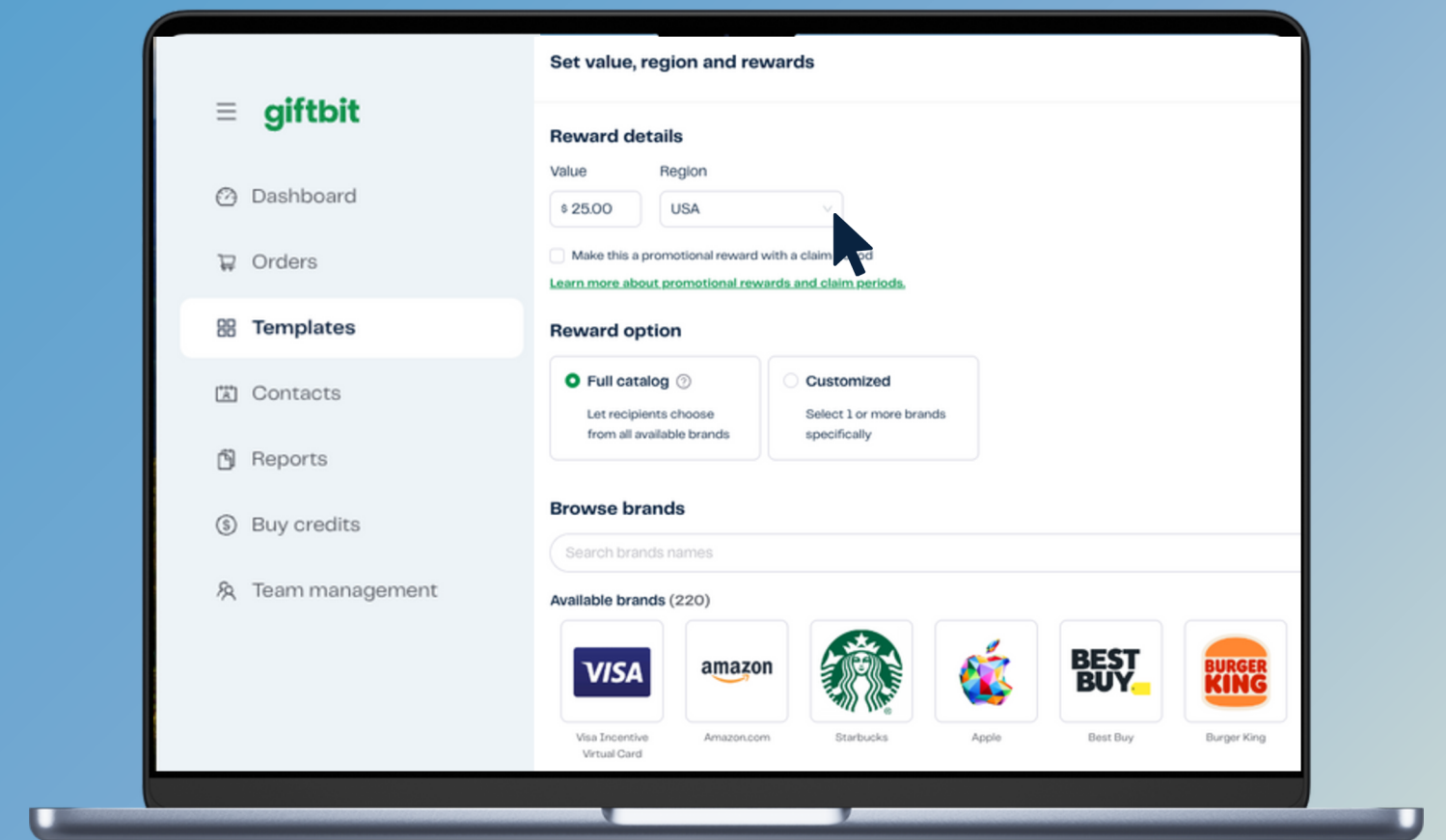
2. Upload your contacts

Add recipients in seconds

Upload your file: Using a .csv or .xlsx format, upload a large number of contacts at once.

Tag contacts: Add a custom tag to contacts for easy filtering and sorting.

Filter & search: Find contacts by name, email address, created date, last gift date, or if emails have been marked undeliverable.



3. Place an order

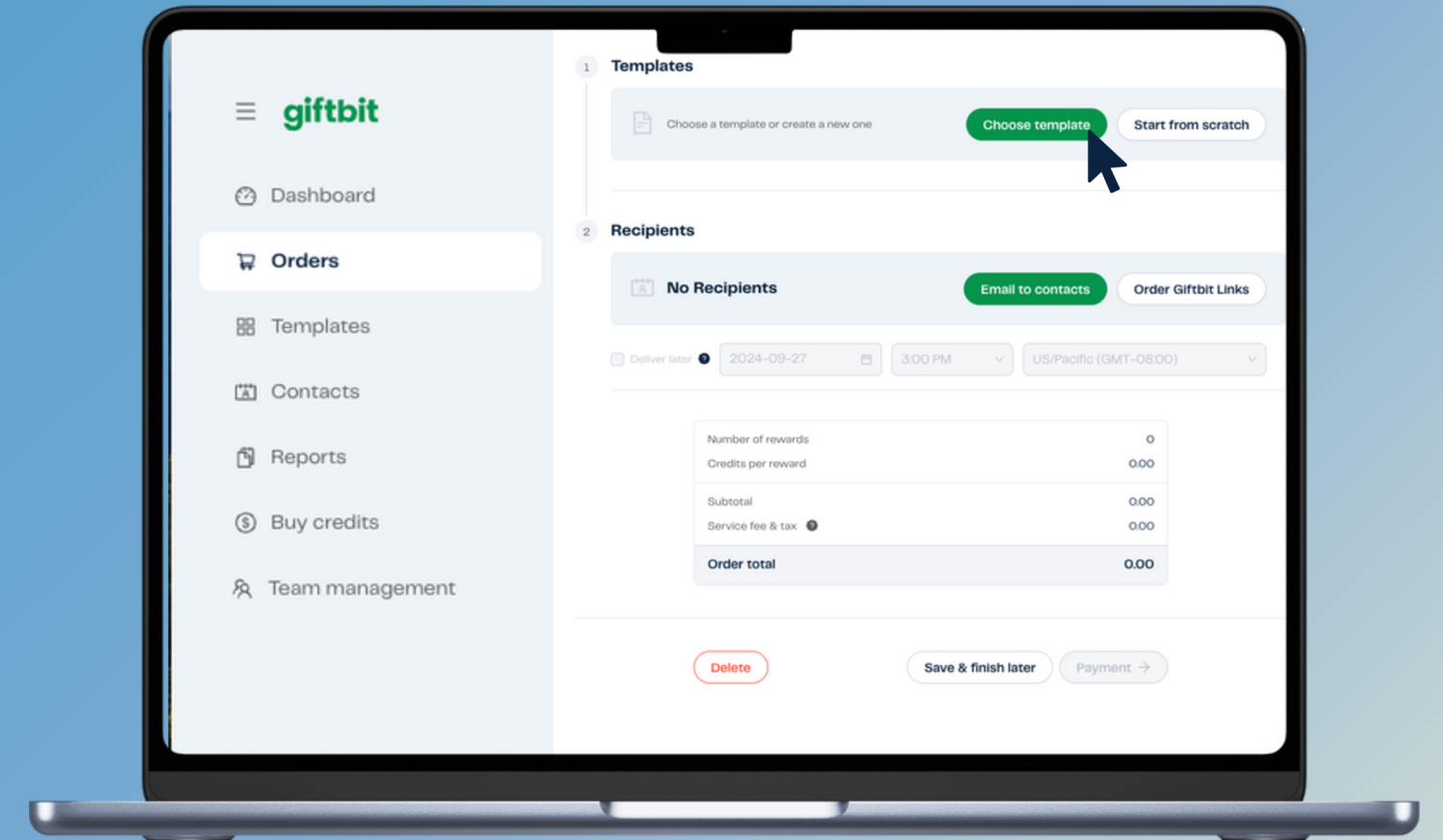
Send bulk rewards with ease

Select Template: Choose the template for reward delivery.

Delivery method: Choose Email to Contacts and select your recipients, or choose Order Gift Links to receive a file with web links instead.

Deliver later: Schedule the delivery of rewards to happen on a specific date.

Payment: Submit payment by credit card. For more information about payment methods such, as ACH and direct debit, contact sales@giftbit.com.



We're here to help

Support is available via email, phone and live chat: Monday – Friday, 8 AM to 4 PM, US PST



Alex Meredith

Onboarding

alex@giftbit.com

Contact

 help.giftbit.com

 support@giftbit.com

 1-800-554-2186