



# Ordering Plastic Clover Gift Cards

# Go to Gift Cards App

1. Click on Gift Cards from left navigation pane to be directed to the Gift Cards app.

\*Card orders can only be submitted on a computer, not mobile device.

The screenshot displays the Clover App Market interface. On the left is a navigation pane with the following items: Home, Sales Activity, Reports, Finances, Items, Employees, Customers, More, App Market (highlighted with a purple box), Promos, Rewards, Gift Cards (highlighted with a purple box), Subscriptions, Memberships & Card-on-File, Automated Sales Tax, Payroll, and Digital Loyalty. The main content area features a search bar, navigation links for App Market Home, My Apps, Categories, and Collections, and a banner for 'Customer Relationship Management' with various app categories like Customers, Marketing, Email Campaigns, Rewards & Loyalty, SMS Campaigns, and Appointments. Below the banner is a 'Popular Apps' section listing five apps: Invoiss (4.17), Donate for Trees (Zoomifi, Inc), Manage My Business (DeepSeed AI, 3.91), Local Inventory (Polinty, 4.16), and #1 Cash Discount (SPS, 4.9).



2. Click on the Order Gift Cards button or Order Cards tab.

The screenshot displays the 'GIFT CARDS' section of a user interface. At the top, there is a navigation bar with a 'GIFT CARDS' header and a 'Help Center' link. Below the header, a horizontal menu contains four tabs: 'Order Cards', 'Order History', 'Gift Card Transactions', and 'Profile'. A purple arrow points to the 'Order Cards' tab. The main content area features a large heading 'CUSTOMIZE PLASTIC GIFT CARDS' with the subtext 'Upload your art, work with a designer or choose a template!'. A prominent green button labeled 'Order Gift Cards' is centered below the text, with a purple arrow pointing to it from the right. At the bottom of the main area, a carousel of five gift card templates is shown, including designs with 'Celebrate!', 'Chanukah', 'HOLLY JOLLY', and 'Ho! Ho! Ho!'.





# Select a gift card package for your business

## STANDARD

Choose a template



\$1.00 per card

Minimum order of 100 cards

SELECT



## DELUXE

Upload your artwork



\$1.25 per card

Minimum order of 100 cards

SELECT



## DESIGNER

Work with a designer



\$1.25 per card

\$100 design fee

Minimum order of 100 cards

SELECT



3. Select the appropriate gift card package by clicking on the green SELECT button.





Order Cards

Order History

Gift Card Transactions

Profile

# Standard Gift Card Package



You have selected our Standard Gift Card Package. This package enables you to choose from over 70 gift card design templates.

## Select A Gift Card Design

### BUSINESS TYPES



### SOLID COLORS



### PATTERNS



### GIFT GIVING



## Preview

### FRONT



**Tip:** Not finding the right gift card design? Check out our Hire-a-Designer gift card package. You will get to work with a designer to create the perfect custom gift card for your business.

Can we help?

4.1 If choosing the Standard package, select the design, color and pattern for the front of the card.



4.2 If choosing the Deluxe package, upload the image file.

- Ensure that image size meets the image dimensions: 1088 x 713
- If needed, download the [Deluxe Artwork Requirements](#) specifications document for additional information or download an example template.

The screenshot shows the 'Deluxe Gift Card Package' upload page. At the top, there's a navigation bar with 'Order Cards', 'Order History', 'Gift Card Transactions', and 'Profile'. A 'Help Center' button is in the top right. Below the navigation, the title 'Deluxe Gift Card Package' is centered. A progress bar shows 'Upload Design' as the active step, followed by 'Edit Back Text' and 'Review Design'. A message states: 'You have selected our Deluxe Gift Card Package. Here you will be able to upload your customized gift card artwork. Please review the [Deluxe Upload Artwork Requirements](#) to verify that your art file meets the requirements. If your file does not meet the requirements, feel free to select our Designer package to work one-on-one with a graphic designer.' Below this, the 'Upload Your Gift Card Design' section includes a tip: 'You can also [download an example template](#) and use it as a starting point. Be sure to export the template as a .PNG file before uploading your artwork.' A box highlights the requirements: 'Accepted File Types: PNG', 'Image Dimensions: 1088px width x 713px height', and 'Max File Size: 100mb'. A note says: 'Please make sure text or logo is within the safe area. The Canvas area outside the Card Outline is intended only to allow the full color printing to the edge of the Card Outline. To capture the full color, provide a .PNG flat art file. Uploading a layered file will result in color shifting at the time of printing.' Below the note, it says 'View the Canvas, Card Outline, and Safe Area guide below:'. A guide box shows three levels: 'Canvas: 1088px width x 713px height' (outermost), 'Card Outline: 1013px width x 638px height' (middle), and 'Safe Area: 938px width x 563px height' (innermost). A red box at the bottom of the guide says 'DO NOT INCLUDE GUIDES IN FINAL DESIGN'. To the right, a 'Preview' section shows the 'Front' of the card with a dashed 'Safe Area' and a central area with the text 'Upload Your Design' and a cloud icon with an upward arrow. Below the preview is a green 'Upload File' button with a purple arrow pointing to it. At the bottom, there are radio buttons for 'Glossy' and 'Matte' under the heading 'Choose a card finish:'. A green checkmark and the text 'Can we help?' are at the very bottom.



5. Enter text to be printed on Line 1 and Line 2 on the front of the card. Choose the text font and color.

# Standard Gift Card Package

Select Cover

Edit Front Text

Edit Back Text

Review Design

Now it's time to edit the text that appears on the front of your gift card. You can enter in your business name, adjust the text size and even customize the font and color.

## Edit Front Text

Line 1:

Debbie's Gelato and Sweets \*

Font size: **71px**

Characters remaining: **6**

Line 2:

GIFT CARD

Font size: **40px**

Characters remaining: **39**

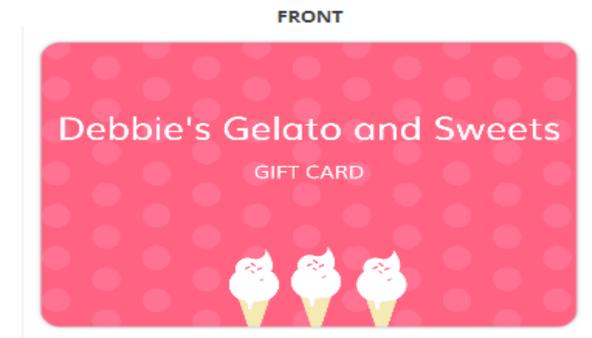
## CHOOSE A FONT:

Montserrat	Muli
Droid Serif	Nixie One
<i>Pacifico Regular</i>	<i>Dancing Script</i>
Roboto	<b>Bitter Bold</b>
Oswald	Lato Light

## CHOOSE A FONT COLOR:



## Preview



6. Enter text to be printed on Line 1 and Line 2 on back the card.

**GIFT CARDS**Help Center

Order Cards Order History Gift Card Transactions Profile

# Standard Gift Card Package

Select Cover Edit Front Text Edit Back Text Review Design

Here you can edit the text that appears on the back of your gift card. This is where customers will look for details about your business.

### Edit Back details

Line 1:

Thank you for your business.

Characters remaining: 4

Line 2:

GIFT CARD

Characters remaining: 39

Line 3:

e.g. www.business.com

Characters remaining: 48

### Terms and Conditions

A gift card is redeemable for merchandise or services at this merchant. It is **\* not** redeemable for cash, unless required by law. Check gift card balance in store, at this merchant's location. Lost or stolen cards may not be replaced. This card has no value unless purchased and activated by the merchant.

[Reset Terms and Conditions](#)

Characters remaining: 48

**Tip:** You can update your default terms and conditions under the Merchant Profile tab. Please also review the separate terms and conditions are sent with each digital gift card you sell from your Clover device under the Merchant Profile tab.

### Preview

FRONT



BACK





## 7. Review the design and text to be printed on the front and back of the card.

- Check the Design Acknowledgement.
- Select the card quantity.

The screenshot shows the 'GIFT CARDS' design review interface. At the top, there is a navigation bar with 'GIFT CARDS' and a 'Help Center' button. Below this is a menu with 'Order Cards', 'Order History', 'Gift Card Transactions', and 'Profile'. A progress bar shows four steps: 'Select Cover', 'Edit Front Text', 'Edit Back Text', and 'Review Design', with 'Review Design' being the current step. A congratulatory message reads: 'Congrats! You've completed your gift card design. Below is exactly how your gift cards will print. Please review your final gift card design, check spelling, website, address, etc. If you do find something you need to change just click the edit button.' Two preview cards are shown: the front of a pink card for 'Debbie's Gelato and Sweets' with three ice cream cones, and the back of a white card with the number '1234 5678 9012 3456', a thank you message, and the Clover logo. Below the previews are 'Edit Front' and 'Edit Back' buttons. The 'Quantity & Confirmation' section includes a 'Design Acknowledgement' with a checkbox that is checked and a message: 'I have reviewed my design, no changes are needed. This gift card is ready for print!'. Below this is a 'Select Quantity' field with the value '250 @ \$0.85/card (\$212.50)'. A 'Can we help?' link is also visible.



8. Select the shipping method and enter the shipping address. Enter promo code (if applicable) and click the Apply button.

**GIFT CARDS**Help Center

Order Cards Order History Gift Card Transactions Profile

Shipping Info Billing Info Confirm Order

### SHIPPING INFORMATION

**Shipping Speed:**  
Card manufacturing will be completed within eight (8) business days. Please note that selected "Shipping Speed" below includes the 8-day manufacturing lead time and FedEx do not deliver to PO Boxes.

<input checked="" type="radio"/> Economy (within 14 business days)	\$16.23
<input type="radio"/> Speedy (within 10 business days)	\$80.75
<input type="radio"/> Express (within 9 business days)	\$130.69

**Shipping Address:**  
Please Note: we do not ship to PO Boxes.

Use default shipping address

Shipping Name:  
Debbie's Place \*

Address 1:  
3975 NW 120th Ave \*

Address 2:  
Address 2

City:  
Coral Springs \*

State:  
Florida

ZIP Code:  
33065 \*

### YOUR ORDER

<b>Standard Gift Card Package</b>	
250 Gift Cards @ \$0.85/ea	\$212.50
<hr/>	
<b>SUBTOTAL</b>	<b>\$212.50</b>
<b>TAX</b>	---
<b>SHIPPING</b>	<b>\$16.23</b>
<hr/>	
<b>TOTAL</b>	---

✓ Have a Promo Code?

SALES50  ←

✓ Can we help?



9. Discount is applied to card order (if applicable).



# GIFT CARDS

Help Center

Order Cards | Order History | Gift Card Transactions | Profile

Shipping Info | Billing Info | Confirm Order

### SHIPPING INFORMATION

**Shipping Speed:**  
Card manufacturing will be completed within eight (8) business days. Please note that selected "Shipping Speed" below includes the 8-day manufacturing lead time and FedEx do not deliver to PO Boxes.

<input checked="" type="radio"/> Economy (within 14 business days)	\$16.23
<input type="radio"/> Speedy (within 10 business days)	\$80.75
<input type="radio"/> Express (within 9 business days)	\$130.69

**Shipping Address:**  
Please Note: we do not ship to PO Boxes.

Use default shipping address

Shipping Name:  
Debbie's Place \*  
Characters remaining: 21

Address 1:  
3975 NW 120th Ave \*  
Characters remaining: 13

Address 2:  
Address 2  
Characters remaining: 30

City:  
Coral Springs \*  
Characters remaining: 17

State: Florida      ZIP Code: 33065 \*

### YOUR ORDER

<b>Standard Gift Card Package</b>	
250 Gift Cards @ \$0.85/ea	\$212.50
<b>Discounts and Promotions</b>	
50% off your order!	<b>-\$106.25</b>
<b>SUBTOTAL</b>	\$106.25
<b>TAX</b>	---
<b>SHIPPING</b>	\$16.23
<b>TOTAL</b>	---

✓ Have a Promo Code?  
PROMO: SALES50  
50% off your order!

✓ Can we help?



10. Enter credit card payment information and billing address.

**GIFT CARDS**Help Center

Order Cards Order History Gift Card Transactions Profile

Shipping Info Billing Info Confirm Order

### BILLING INFORMATION

**Payment:**

Name on Card:

Card Number:

CVV/CVC:  Exp. Month:  Exp. Year:

**Billing Address:**  
Your billing address should match the address on your credit card statement.

Use default shipping address

Address Line 1:

Address Line 2:

City:

State:  ZIP Code:

### YOUR ORDER

<b>Standard Gift Card Package</b>	
250 Gift Cards @ \$0.85/ea	\$212.50
<b>Discounts and Promotions</b>	
50% off your order!	-\$106.25
<b>SUBTOTAL</b>	<b>\$106.25</b>
<b>TAX</b>	<b>\$7.44</b>
<b>SHIPPING</b>	<b>\$16.23</b>
<b>TOTAL</b>	<b>\$129.92</b>

Have a Promo Code?  
PROMO: SALES50  
50% off your order!

Can we help?



10. Confirm payment and order information.

11. Accept Terms and Conditions.

12. Place Order

**GIFT CARDS** Help Center

Order Cards | Order History | Gift Card Transactions | Profile

Shipping Info | Billing Info | Confirm Order

### PAYMENT CONFIRMATION

<b>Shipping Address:</b> Debbie's Place 3975 NW 120th Ave Coral Springs, FL 33065	<b>Expected Arrival:</b> Feb 19, 2024 <i>This date includes processing, printing and shipping.</i>	<a href="#">Edit</a>
<b>Billing Address:</b> 3975 NW 120th Ave Coral Springs FL 33065	<b>Bill To:</b> Debbie G Luu  Exp: 04/24	<a href="#">Edit</a>

**You Account Email Address:**  
*This email address cannot be edited*

debbie.luu@fiserv.com

**Terms & Conditions:**  
Clover Network does not take responsibility for misspellings or for artwork that does not follow or is not compliant with the [Custom Artwork Requirements](#).

I accept the terms and conditions outlined

### YOUR ORDER

<b>Standard Gift Card Package</b>	
250 Gift Cards @ \$0.85/ea	\$212.50
<b>Discounts and Promotions</b>	
50% off your order!	-\$106.25
<b>SUBTOTAL</b>	<b>\$106.25</b>
<b>TAX</b>	<b>\$7.44</b>
<b>SHIPPING</b>	<b>\$16.23</b>
<b>TOTAL</b>	<b>\$129.92</b>

Have a Promo Code?  
PROMO: SALES50  
50% off your order!

Can we help?

[Back: Billing Information](#) [PLACE ORDER](#)

