SUBWAY® GIFT CARDS

Fresh ingredients, affordable prices and made-to-order sandwiches make the Subway® Card **A GREAT CHOICE FOR MOTIVATING, REWARDING OR SHOWING APPRECIATION** *for your employees and customers.*

COMMONLY ASKED QUESTIONS

How much can be loaded on each card?
$1 - $500 USD or CAD

Do you have eGift Cards?
Yes, we offer Subway® eGift Cards or physical Subway® Cards.

How would we get the cards?
Physical cards are mailed to the location of your choice. Activation instructions are included in your shipment. eGift Cards are provided in a secure batch file containing live eGift Card links. You can distribute them in any method you choose.

Are your orders reloadable?
Yes, both eGift and physical cards can be reloaded. You can place a reload order for a fixed amount to be added to all of your cards (ex: reload all cards in your order for $20 each month).

What type of reporting is available?
We can provide a card activity and balance report on a monthly basis.

Do Subway® Cards expire?
No, there are no fees nor do they expire.

Where can Subway® Cards be used?
Subway® Cards can be used at over 26,000 participating Subway® restaurant locations throughout the U.S. and Canada.

Can Subway® Cards be used online?
Yes, the recipient can register their card and use it to pay for an order via the Subway® App or on subway.com. **Subway® Cards cannot be used in third party delivery channels at this time.**

Can Subway® Card balances be transferred?
Yes, card balances can be transferred from one to another by registering online at subway.com or on the Subway® App. The card being transferred from will automatically be closed upon transfer, making it not reloadable.

Are there costs associated with Subway® Card orders?
There are no costs for standard card orders besides the load amount as credit card fees and per card fees are waived for any orders over $250. Ground shipping is free although we offer express shipping at a surcharge if your needs are urgent.

Are there any discounts?
Discounts may be available depending on your order size and details. For non-profits that provide a 501(c)(3) a 6% discount applies. No discounts on credit card purchases.

CONTACT US TODAY *to customize*
an employee appreciation or incentive program!

THE SUBWAY® CARD PROGRAM
786-270-1273
subwayecardorders@ipcoop.com

NICOLE CORNELIUS
Sr. Manager, Subway® Card Program
305.804.0773 | ncornelius@ipcoop.com

BULK ORDER FORM

E-mail completed form to subwayecardorders@ipcoop.com

ORDER DATE

P.O. #

PURCHASER

NAME

COMPANY NAME

ADDRESS

CITY   STATE   ZIP

TELEPHONE NUMBER

EMAIL ADDRESS

REFERRING STORE # (if applicable)

ORDER DETAILS

eGIFT CARDS   PHYSICAL GIFT CARDS

# OF CARDS*	DOLLAR AMOUNT ON EACH CARD	TOTAL
DISCOUNT ON LOAD VALUE	(IF APPLICABLE 6% ON FUNDRAISER ORDERS**)	
SHIPPING	FREE GROUND SHIPPING EXPRESS SHIPPING: UNDER 250 CARDS $60 251 - 2500 CARDS $150 2501 - 5000 CARDS $250	
ENVELOPES	$6/BUNDLE OF 100	
	TOTAL	

*Please separate quantities by load amount.
**Fundraisers must provide a tax exempt form.

LOAD & PAYMENT CURRENCY: ☐ USD$ ☐ CAD$

When ordering multiple currencies, please submit separate order forms for each currency.

DATE NEEDED BY: _____

Allow 2-3 business days for eGift delivery
Allow 5-7 business days for order processing + ground shipping for physical cards

STATIC MESSAGE FOR EGIFT CARDS:
Max 250 Characters:

SHIPPING/FULFILLMENT

PHYSICAL CARD SHIPPING METHOD:
ORDERS MUST BE RECEIVED BY 11AM ET FOR SAME DAY SHIPPING.

☐ UPS GROUND   ☐ UPS NEXT DAY AIR   ☐ CANADIAN STANDARD   ☐ CANADIAN EXPRESS SAVER

SHIP TO NAME

COMPANY NAME

SHIP TO ADDRESS

CITY   STATE   ZIP

TELEPHONE NUMBER

EMAIL ADDRESS (for shipping & activation emails)

EMAIL ADDRESS (for encrypted eGift Card file)

BULK ORDER FORM

E-mail completed form to subwayecardorders@ipcoop.com

CARD USE

PROGRAM DESCRIPTION *(How will these cards be used?)*

PROGRAM TIMING *(When will these cards be distributed & used?)*

DISTRIBUTION PLAN *(Where will these cards be distributed & used?)* **REGION** **MARKET #** **RESTAURANT #**

COMMUNICATION PLAN* *(Is there any communication or marketing associated with these cards?)*

> ***ANY MATERIALS CREATED WHICH FEATURE THE SUBWAY® LOGOS, CARDS, MENU ITEM OR OTHER PROPRIETARY IMAGES MUST BE APPROVED PRIOR TO THEIR USE OR DISTRIBUTION.**
> Supporting collateral or web materials must be pre-authorized.
> To obtain pre-authorization please e-mail subwayecardorders@ipcoop.com

PAYMENT

ABA#: ACCOUNT# NAME ON ACCOUNT:

☐ ACH *Available in the United States only.*

☐ CREDIT CARD Total order value must be $5000 or less, select other method if greater than $5000 (no discounts on credit card purchases). We will contact you for credit card information. **Do not email credit card numbers.**

☐ COMPANY CHECK OR MONEY ORDER *Orders paid by check will not be processed until funds have cleared the bank (7-10 days).*

Mail check to: SUBWAY CARD PROGRAM | Value Pay Services LLC
ATTN: Corporate Sales
9200 S. Dadeland Blvd. Suite 800 | Miami, FL 33156

Subway Corporate Orders Only:

☐ FAF NATIONAL P.O. *Signed Quote Acceptance & Order Form required. *P.O. Signed by the Budget Analyst Required*

☐ FAF LOCAL MARKET *Signed Quote Acceptance & Order Form required. FAF Payment Submittal Form Signed by the Local Board Chair Required.*

SIGN HERE:

PRINTED NAME: DATE:

IMPORTANT: By signing the above you agree to purchase the cards specified in this order and authorize payment through the means specified above for the total amount due. You acknowledge there are NO RETURNS OR REFUNDS and are agreeing to adhere to the terms of the Subway® Gift Card Program and privacy policy that can be found on subway.com. Once purchased and received, the purchaser listed on this order form is fully responsible for the security of the card balances. Treat them like cash! Subway® Cards are issued by Value Pay Services LLC and may only be used for purchases at participating Subway® restaurants.

NEXT STEPS

1. **ORDER ACKNOWLEDGEMENT.** We will contact you for payment.
2. **ORDER PROCESSING.** Once payment has cleared we will ship/fulfill the order.
3. **SHIPMENT NOTIFICATION.** We will let you know when to expect the order.
4. **ACTIVATE CARDS.** eGift Cards will arrive **ACTIVE** via secure email. Physical cards will arrive **INACTIVE** as a safeguard. **DO NOT DISTRIBUTE CARDS UNTIL YOU HAVE REQUESTED ACTIVATION AND RECIEVED EMAIL CONFIRMATION THAT YOUR CARDS ARE ACTIVE.**

ORDER # (FOR INTERNAL USE ONLY

SUBWAY® eGIFT CARDS

COMMONLY ASKED QUESTIONS

How will I receive my eGift Card Order?

1. After payment has been received, you will receive an email from our eGift Card fulfillment partner, CashStar. If you don't receive the email within 1 business day, please check your spam folder.
2. Click on the link in the email to be taken to a page where you will be prompted to provide your email address. You must use the email address that was on your order.
3. You will receive a second email with a link to validate your email address. This two-step process is for the security of your eGift Card order,
4. After clicking the link in the second email you will then be taken to a page where you can click to download the file. The file will open in Excel. Each link in the file directs the recipient to an eGift Card that can be redeemed as per the instructions on the eGift Card.

	A	B
1	eGift Number	URL
2	9623051300191393	https://subway.cashstar.com/gift-card/view/... Sa/abcd
3	9623051300191351	https://subway.cash... GFr/abcd
4	9623051300191310	...UOpqKIDdvZBIPz4/abcd
5	96230513001912	...gift-card/view/6mhgSIJK4jvc22k2QiQLYYRme/abcd
6		

SAMPLE

How do I send the eGift Cards to my recipients?

Place a link in an email to send to your recipient with the messaging appropriate for the purpose. Please make sure you are using a secure email system and no one has access to your email and password credentials. Once we deliver the codes to you, we cannot be responsible for the balances.   Or you can always copy and paste it into a web browser if you'd like to print out the eGift Cards to distribute. We recommend keeping record of the email address you are sending each code to.

Can we send your eGift Cards to each recipient for you?

While possible, we do not recommend this as often times our emails will get caught in your spam.

Is there any way that we could be notified when my recipients received the eGift Card?

If you provide us a date, we can pull a view/unviewed report.

Can eGC recipients access their gift cards through their mobile devices (i.e. showing the gift card bar code/scan from an email)?

Yes! They just need to click on the link in the email you send them. It will take them to their eGift Card that will contain a QR code that they will scan to pay with.

How can my recipients redeem their eGift Card?

There are three easy options to redeem an eGfit Card:

1. By scanning the QR code from the eGift Card – simply click on the link in the email you send them and it will take them right to the eGift Card that shows the QR code.
2. By printing out their eGift Card and scanning the QR code.
3. Or, if a guest registers their Subway® eGift Card in the Subway® App or online at www.subway.com, they can always use it as payment when placing a remote order or paying in-restaurant with their App.

SUBWAY®

Here's your Subway® eGift Card

$5.00
USD

as of June 23...

SAMPLE

Copy eGift Card Number
9125 0320 0016 9676

Copy PIN
62604186
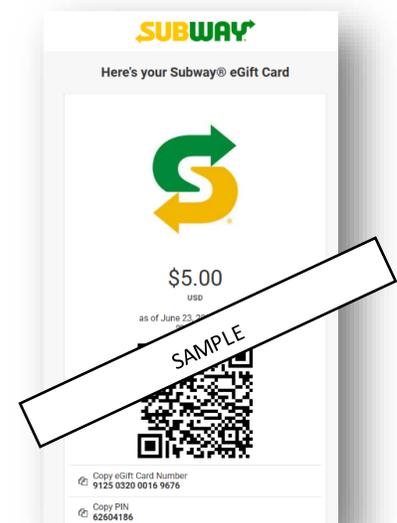
THANK YOU FOR CONSIDERING SUBWAY® eGIFT CARDS!

Physical Design:

eGift Card Designs:

Here's your Subway® eGift Card

$5.00
USD

as of June 23, 2020, 4:45 PM
never expires

Copy eGift Card Number
9125 0320 0016 9676

Copy PIN
62604186