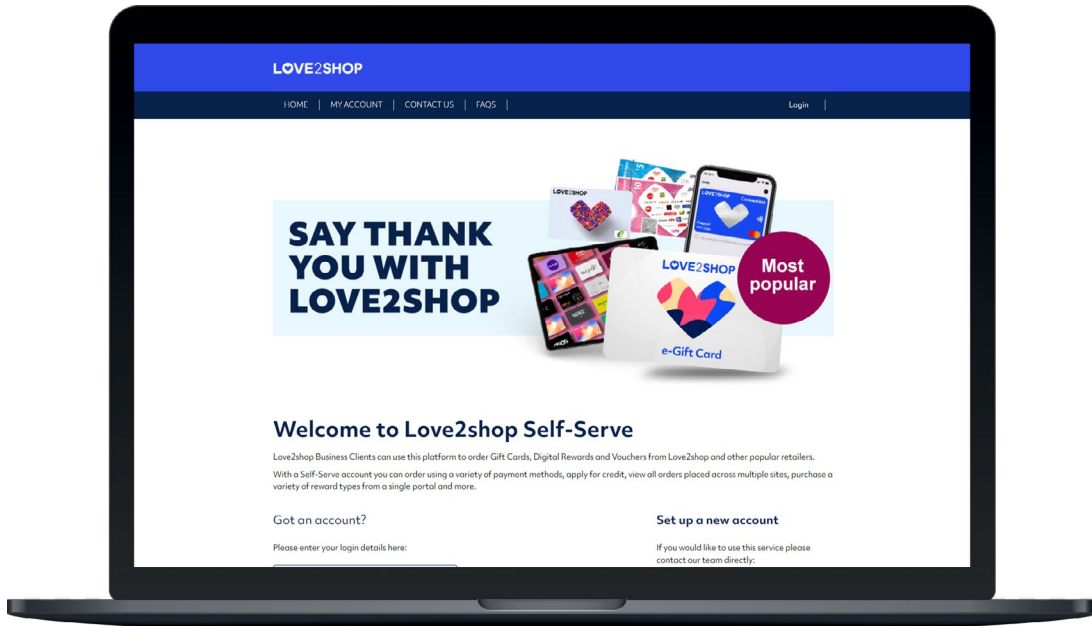


# How to order e-Gift Cards on Self-Serve

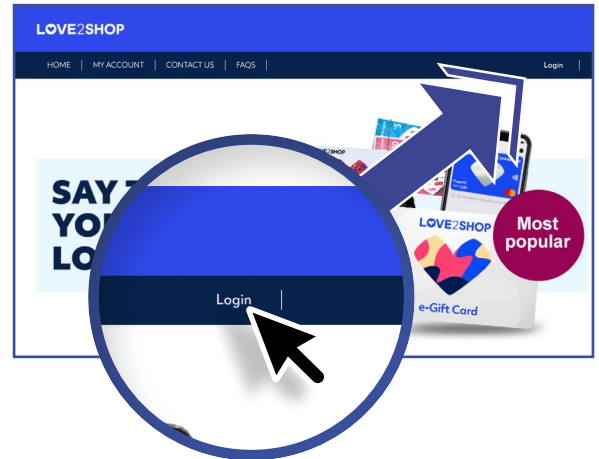


1

**Log in at:**  
<https://corporate.love2shop.co.uk>

You would have received an invitation email from [aftersales@love2shop.co.uk](mailto:aftersales@love2shop.co.uk). Your username is your email address and you need to create a password.

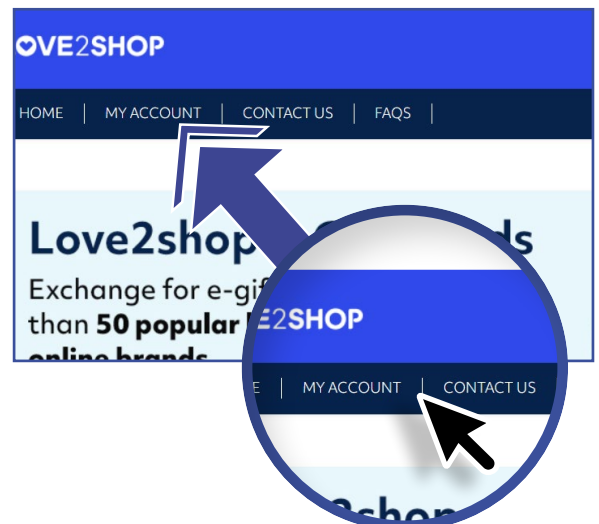
Struggling to log in? Contact us on live chat or via the 'contact us' page.



2

**Select 'MY ACCOUNT'**

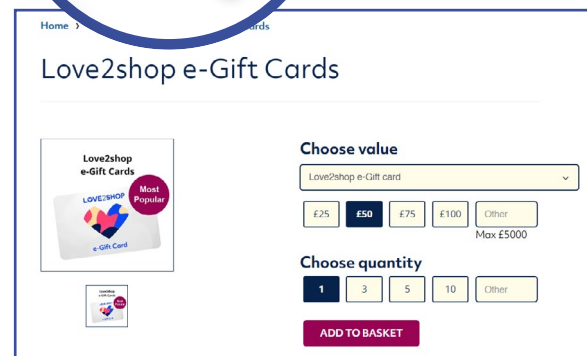
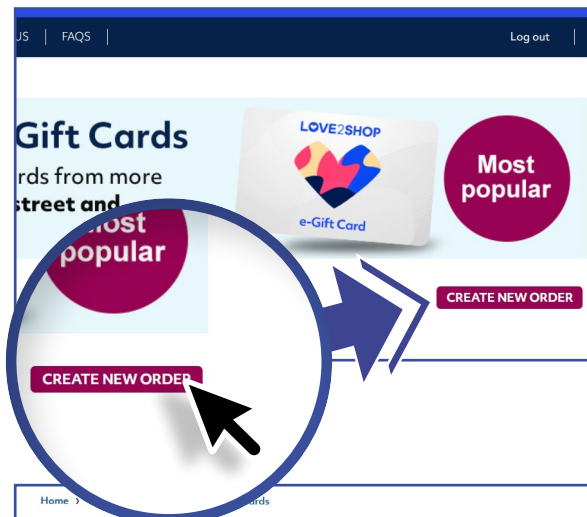
To view all previous orders, invoices and quotes.



# 3

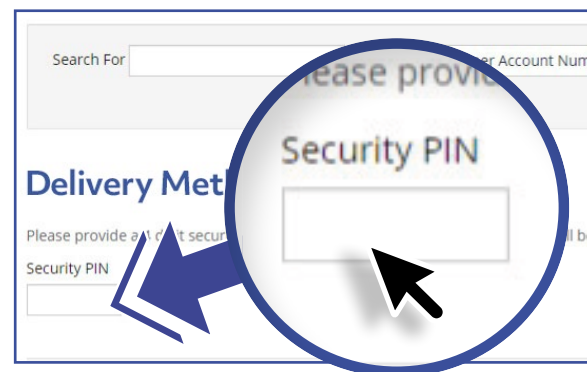
## Place your e-Gift Card order

3.1 To view all previous orders, invoices and quotes.



3.2 You will be prompted to add a 4-digit Security PIN number.

Once your order has been placed, you will receive an email confirmation when your codes are available. Once this has arrived, log back into your account to retrieve your codes.



3.3 On the My Account page, next to your order you will now have the option to "EXTRACT"



**3.4** Upon selection you will be requested to add your 4 digit pin number.



**3.5** You will now be able to extract your order and download a CSV file containing your reward codes.



## 4

### Distribute e-Gift Cards to your end recipients

You can now distribute codes to end recipients via email. We recommend using pre-approved Love2shop email copy to ensure a seamless user journey (please ask your Account Manager for a copy).

### Need help? Ask us a question

Email: [aftersales@love2shop.co.uk](mailto:aftersales@love2shop.co.uk)  
Tel: 0845 601 4807

\*Calls to 0845 numbers will cost 5p per minute plus your phone company access charge.