

# Set Up e-Gift Cards

### Step 1 - Update your <u>drop-down lists</u> with the following values:

#### Category 1:

e-Gift Card – Check the checkbox for Hide from Customers. This value is required to match up with Jackrabbit Plus powered by Mobile Inventor.

#### **Transaction Type:**

e-Gift Card Purchased (Debit) – Check the checkbox for Hide from Users

e-Gift Card Redeemed (Credit) – Check the checkbox for Hide from Users

### Step 2 - <u>Set up gift cards in your mobile app</u>

Note: It is very important to use the drop-down menu selections you added for e-Gift Cards that were done during setup.

Note: Payment for e-Gift Cards purchased is not automatic. If you use ePayments in Jackrabbit, consider scheduling an automatic daily task to process any unpaid transactions with the Transaction Type e-Gift Card Purchased.

## Sell e-Gift Cards

e-Gift Cards can be purchased through the mobile app by selecting Gift Cards from the left menu within the app.

Select Purchase a Card. The denominations you created and set to Show in the App will display.

Select the amount to be purchased.

Follow the on-screen prompts to complete the purchase.

Check out <u>Purchasing a Card from Your App</u> in the Mobile Inventor Help Center for additional details.

Note: Payment for e-Gift Cards purchased is not automatic. If you use ePayments in Jackrabbit, consider scheduling an automatic daily task to process any unpaid transactions with the Transaction Type e-Gift Card Purchased. Learn how to <u>Post Other Fees in Jackrabbit</u>.

If you want to sell Gift Cards or Gift Certificates through Jackrabbit, follow the steps here.



## **Redeem e-Gift Cards**

To gift the amount electronically to another Family's account as an admin:

Log into your Jackrabbit Plus (Mobile Inventor) account.

Select the e-Cards tab at the top.

Select the Gift Card tab.

Click the Assign Card button.

Enter recipient's information and Save.

If the purchaser wants to gift the amount electronically, refer to <u>Sharing a Card</u> in the Mobile Inventor Help Center for details.

# **Report on e-Gift Cards**

Use one of the many **reports in Jackrabbit** to track the sale and redemption of e-Gift Cards and identify those with outstanding balances.

Deposit Slip

Paid Fees report

Transactions Search

Log into your Jackrabbit Plus (Mobile Inventor) account and view e-Gift Cards purchased from your app by selecting the e-Cards tab at the top and then the Gift Cards tab.