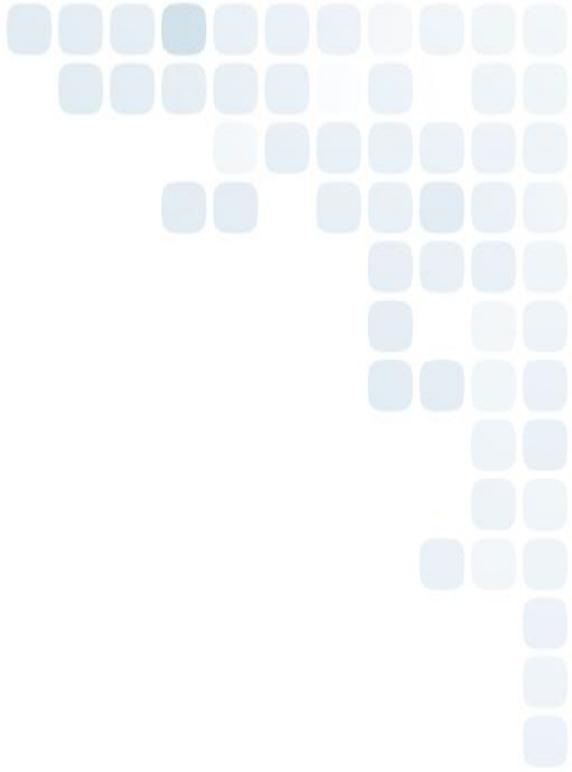


*CUMONEY[®] Visa[®]
Gift Card*

Credit Union
Program Training



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Every precaution has been taken in the preparation of this guide. LSC assumes no responsibility for errors or omissions. Neither is any liability assumed for damages resulting from the use of this information contained herein.

Printed in the United States of America.

Prepaid Gift Card

A Prepaid Gift Card is a stored valued card that carries a VISA logo. It is not a debit card, as it is not linked to a checking or savings account. It is not a credit card, as the funds that can be spent are funds already placed on the card. This **Gift Card is not reloadable**. The transaction types allowed with Gift Cards are: Signature POS & PIN POS. Domestic use only.

The Gift Card is an option for cardholders wanting to purchase a gift for someone but do not know what to purchase them. The Gift Card is more secure than cash and a convenient way to provide funds as a gift. In addition, Gift Cards have the added benefit of Zero Liability on all signature base fraudulent activity.

Contact Us

The Credit Union

For any questions or concerns, the Credit Union can contact the LSC Prepaid Customer Service team at 800-304-2273 option 4. The Credit Union may also email us at Prepaid@LSC.net. When calling the LSC customer service team you will be asked for the **Code of the Day**, this is to verify that you are calling from a credit union.

LSC is available from Monday - Friday (CST):

Hawaii: 4:00am - 1:00pm
Alaska: 5:00am - 2:00pm
Pacific: 6:00am - 3:00pm
Mountain: 7:00am - 4:00pm
Central: 8:00am - 5:00pm
Eastern: 9:00am - 6:00pm

The Member

The member can view/manage their accounts directly through the Consumer Card Access site (www.cumoney.com/gift) or by contacting their Customer Care number at 833-729-2843.

General Gift Card Information

- Access Limits
 - Min. load is \$10 and the Max. is \$1000
 - Signature POS
 - Daily limit: \$1000
 - PIN POS
 - Daily limit: \$1000
- Fees
 - \$10 Refund/Unload fee
 - \$10 Replacement fee
 - \$5.00 Monthly inactivity cardholder fee after 12 consecutive months of non-usage

Gift Card Restrictions

- All internet gambling transactions are restricted
- Reoccurring debits and memberships are restricted
- Car Rentals, Hotels, and Hotel affiliations (gift shops, restaurants, etc.)
 - Transaction amount plus a \$999 preauthorization
- Gas Station/Pay at the pump
 - \$75.00 preauthorization
- Restaurants and bars
 - Additional 20% for gratuity preauthorization
- Cruise Lines
 - 15% - 5 business day preauthorization
- Taxi Cabs & Limos
 - 20% Preauthorization
- Beauty, Barber Shops, Health & Beauty Spas
 - 20% Preauthorization



Consumer Card Website

www.cumoney.com/gift

CUMONEY® Visa® Gift Cards

Easy to use | Secure | Convenient



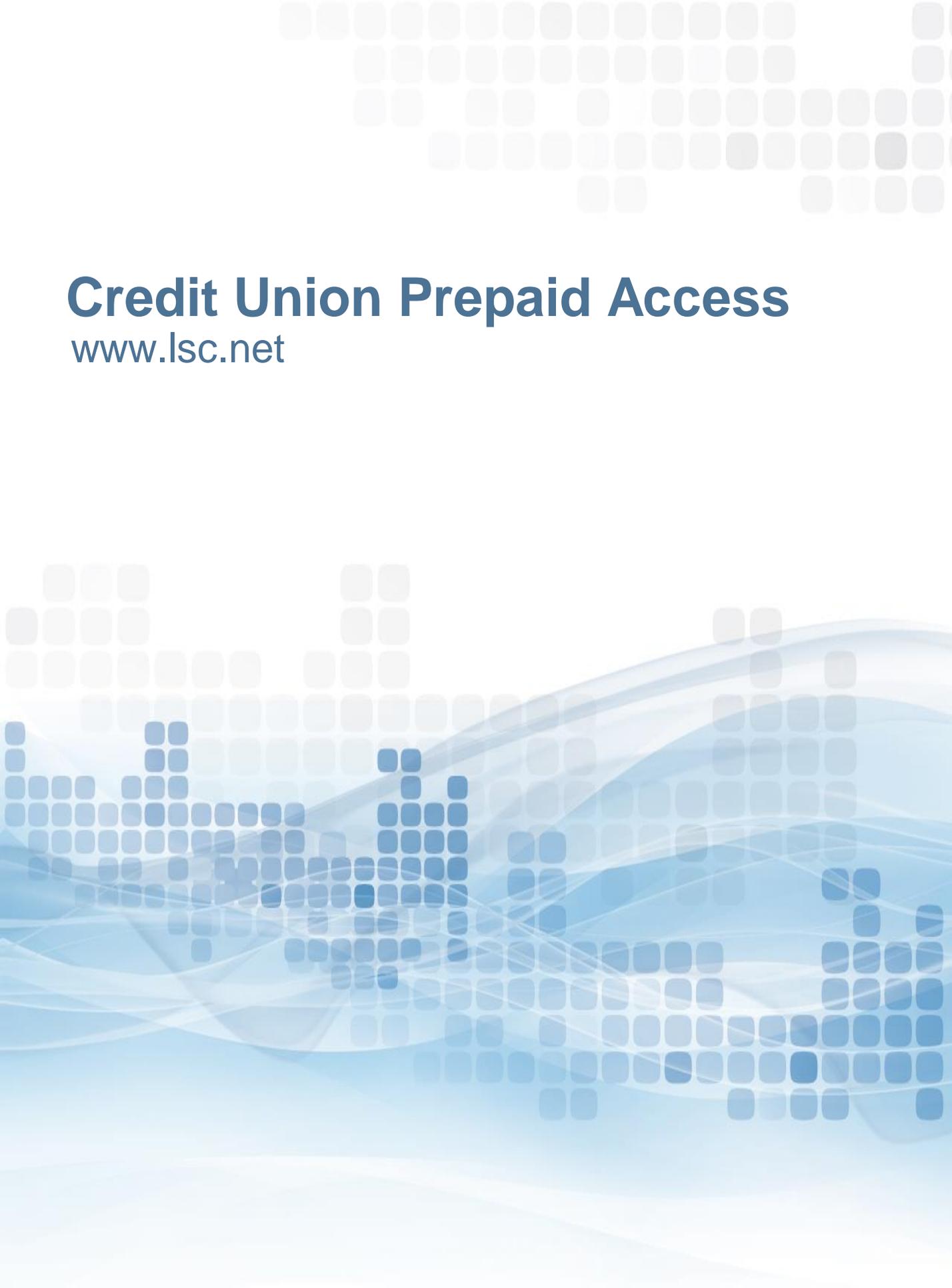
Toll Free: 1-833-729-2843

Consumer Card Access Site

For your member to access their account online, they must go to www.cumoney.com/gift. Then they must enter their 16 digit gift card number.

- **My Profile** –lists cardholder and contact information
- **Card activity** –list all transaction activity
- **Statement** –made available on a monthly basis
- **Change PIN** –must know previous PIN
- **Change password** –changes password for online account login
- **Alerts** –set them up via text or email
- **Card Activation** –activate replacement cards for lost/stolen cards
- **Card Controls** –suspend or reactivate Gift cards
- **Initiate disputes**

The screenshot displays the CUMONEY website interface. At the top left is the CUMONEY logo. Below it are navigation links for Home, My Money (with a dropdown arrow), and My Settings (with a dropdown arrow). The main heading is "Balance & Transactions". Under "Balance for", it shows "Available Balance" as \$ 150.00 and "Actual Balance" as \$ 150.00. Below this is a "Transactions" section with a dropdown menu set to "Date - Newest to Oldest" and a play button icon. At the bottom of the transactions list, it says "End of Transactions".



Credit Union Prepaid Access

www.lsc.net

Users vs. Admin Roles

There are two sets of users on the LSC Prepaid Access site, Users and Administrators. As an administrator you will be assigned your own PIN. The permanent PIN will be used for various functions.

<u>Action</u>	<u>User</u>	<u>Admin</u>
Sell Cards	X	X
Replace a Card	X	X
Refund a Card		X
Check a Balance	X	X
View Code of the Day	X	X
Change Current Password	X	X
Order/Cancel Gift Card Inventory		X
Deactivate Inventory		X
View Reports		X
Manage Locations		X
Manage User List (Add, Delete, and Reset Passwords)		X
Grant Administrative Access (Send Admin Requests to Prepaid@LSC.NET)		X

Login to Prepaid Access

The Gift Card program was designed for simplicity and the Credit Union can perform all activity in house by logging into our LSC Prepaid Access site.

- Go to www.LSC.net
- Click on Tools
- Select Login to LSC Prepaid Access – then enter your credentials
- Follow the Multifactor Authentication process



LSC Prepaid Access

Secure access to your prepaid programs.

Account Login

THIS *holiday* SEASON HELP MEMBERS SPREAD JOY TO FRIENDS AND FAMILY WITH CUMONEY® VISA® GIFT CARDS

Any holiday Gift Card orders placed before December 25, 2018, will receive a **FREE** packet of our festive holiday card holders. Holder packets ship separately and only while supplies last.

Account Login

Account ID

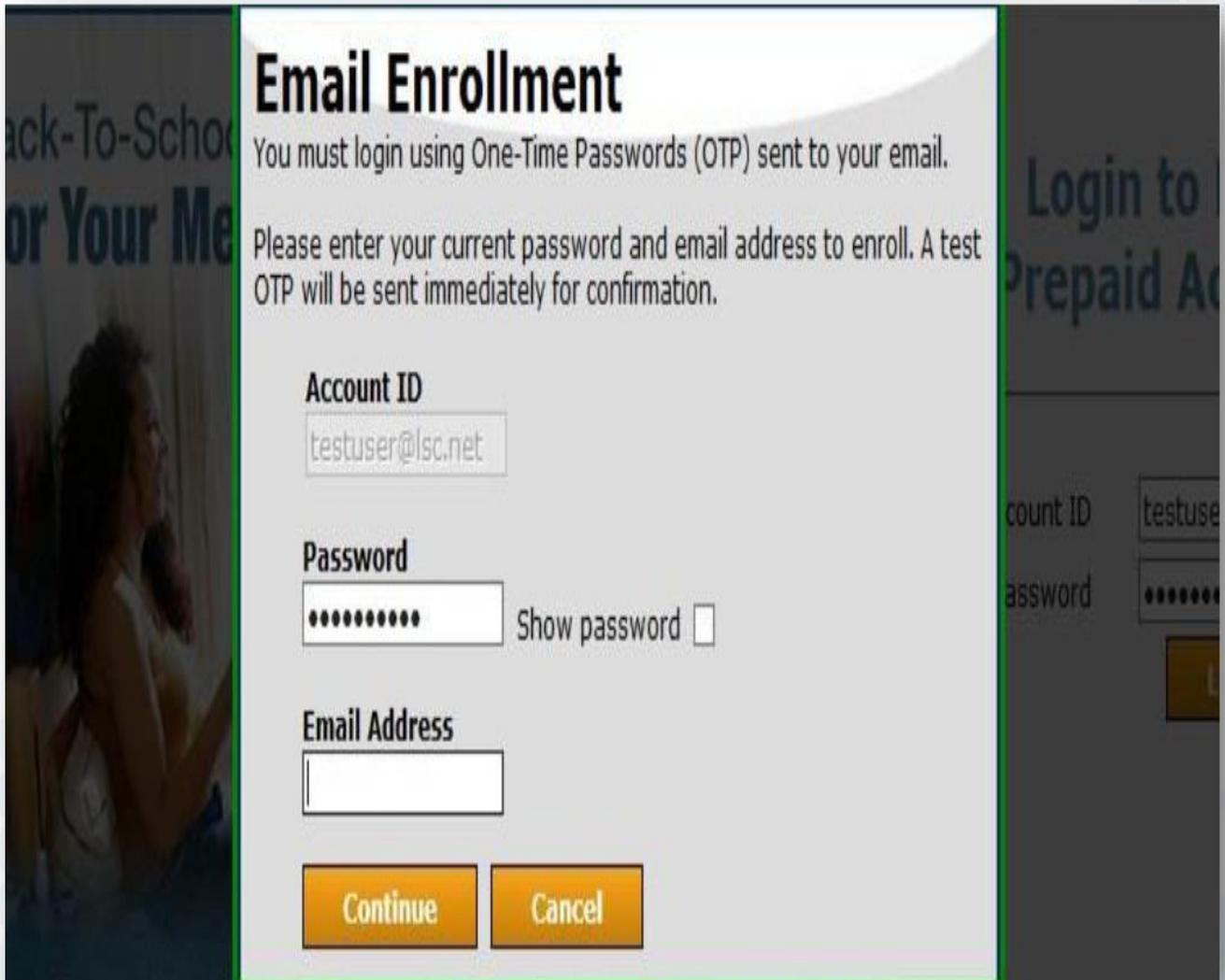
Password

Login

Login to Prepaid Access

Multifactor Authentication

- Email enrollment
 - Enter the email you want the code to be sent to



Email Enrollment

You must login using One-Time Passwords (OTP) sent to your email.

Please enter your current password and email address to enroll. A test OTP will be sent immediately for confirmation.

Account ID

Password
 Show password

Email Address

Login to Prepaid Access

Mobile Enrollment (Optional)

- One time passcode will be sent directly to your mobile device
- SKIP, if you wish to not enroll your mobile device

Enrollment - Mobile Phone

Please enter your current password and your phone number to enroll. You may also be prompted to select a mobile phone carrier from a drop-down list. A test message will be sent immediately for confirmation. You can skip this enrollment but you will be asked to enroll again during your next login.

To permanently suppress reminders for this authentication type, check the box below before skipping. You can always enroll from the Account Management page.

Account ID
testuser@lsc.net

Password
..... Show password

Country
United States ▼

Phone Number
.....

This phone can receive SMS/text messages
 This phone **cannot** receive SMS/text messages

Phone Provider
Verizon ▼

Permanently Suppress Reminders

Login to Prepaid Access

Enter One-Time Passcode

- Check off Remember this Device (next login will not require the code)

One-Time Passcode Required

A One-Time Passcode (OTP) will be delivered as an email to:

xxxxxxxxxxxxx@lsc.net

It could take 10-15 seconds to be delivered. Upon receipt, please enter the OTP below to continue.

Account ID

cduran

Password

••••••••

Show password

One-Time Passcode

[Problems with the OTP?](#)

Remember this device?

Login

Cancel



Prepaid Access

Ordering Gift Cards

Order Gift Cards

To place a Gift Card order, the administrator must login to the Prepaid Access site:

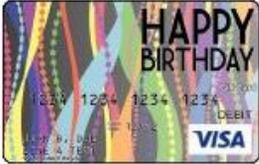
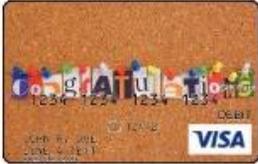
- Go to the Gift Card tab
- Order Cards
- Select a card design

1 Select a Design Cancel

Categories

- Gift Gallery
- Abstract
- Special Occasions
- Sports & Hobbies
- Holiday
- Landscapes
- Nature & Wildlife
- Hip & Trendy
- Style & Design
- Patriotic
- Currency

Special Occasions 12 ▶

 <p>Bright Gifts</p>	 <p>Birthday Party</p>	 <p>Congratulations Corkboard</p>
 <p>Classy Congratulations</p>	 <p>Classy Thank You</p>	 <p>Thank You Chalkboard</p>
 <p>Bouquet</p>	 <p>Colored Pencils</p>	 <p>Silver Gift</p>

Select Card Packaging

Each Gift Card will come individually packaged in a carrier.

Standard Card Carrier

- Gift Cards will come attached to a Letter sized 8x10 document. This document will have the printed Terms & Conditions for the Gift Card program.

Switch Gallery

1 Select a Design 2 Select Packaging

Cancel



Card Packaging Options

Standard Card Carrier

Enter Details

Back

Continue

Select Shipping

- Select the shipping address
(for credit unions with multiple locations)
- Select a shipping method
(allow 1-2 business days for processing)
 - *Standard 5-7 Business Days*
 - *Expedited 2-3 Business Days*
- Confirm Request

LSC Prepaid Access
Secure access to your prepaid programs.

Hello, Crystina

Gallery II Card Request Cart

[Gift Card](#) | [Reports](#) | [Marketing](#) | [Reference](#) | [Training](#) | [Administration](#) | [Change Password](#) | [Code of the Day](#)

[\[Cancel Card Request\]](#) | [\[Order More Gift Cards\]](#) | [\[Confirm Request\]](#)

SELECT SHIPPING ADDRESS

	STREET ADDRESS	CITY	STATE	ZIP CODE
<input type="radio"/>				

SELECT SHIPPING METHOD

Standard (5-7 business days)
 Expedited (2-3 business days)

SELECTED CARD TYPES

PROGRAM	CARD DESIGN	QUANTITY		PER CARD COST	CARRIER DESCRIPTION	PER CARRIER COST	
Prepaid Gift Cards	 Piggy Bank	25	Edit Quantity	1.25	Standard	0.00	Remove Item

[\[Cancel Card Request\]](#) | [\[Order More Gift Cards\]](#) | [\[Confirm Request\]](#)

Confirmation of Request

- Admin: Enter your PIN
- Submit Request



LSC Prepaid Access
Secure access to your prepaid programs.

Confirmation of Gallery II Card Request

micro, crystal

[Gift Card](#)

[\[Cancel Request\]](#)

[Reports](#)

[Marketing](#)

[Reference](#)

[Training](#)

[Administration](#)

[Change Password](#)

[Code of the Day](#)

[\[Submit Request\]](#)

[\[Order More Gift Cards\]](#)

[\[Order More Travel/Money Cards\]](#)

SETTLEMENT NOTICE

By submitting this card request, I authorize LSC to to debit the designated settlement account for this card request. This settlement will occur with the month-end invoice process.

Please enter your PIN for confirmation

CARDS WILL BE SHIPPED TO

1807 Diehl Rd

Naperville, IL 60563

SELECTED SHIP METHOD

Standard (5-7 business days)

SELECTED GIFT CARDS						
PROGRAM	CARD DESIGN	QUANTITY	PER CARD COST	CARRIER DESCRIPTION	PER CARRIER COST	ITEM TOTAL
Prepaid Gift Cards	 Piggy Bank	25	1.25	Standard	0.00	31.25
Card Total						\$31.25

* Standard shipping cost will be added at pass through rate at time of invoice

[\[Cancel Request\]](#)

[\[Order More Gift Cards\]](#)

[\[Order More Travel/Money Cards\]](#)

[\[Submit Request\]](#)

Card Request Sales Receipt

The Gallery II Card Request Sales Receipt will confirm the order was successfully placed. Receipts can be printed for your records.

 **LSC Prepaid Access**
Secure access to your prepaid programs.

Hello, Crystina Duran

Gallery II Card Request Sales Receipt

ICU
Logout

[Gift Card](#) | [Reports](#) | [Marketing](#) | [Reference](#) | [Training](#) | [Administration](#) | [Change Password](#) | [Code of the Day](#)

[Printer Friendly Version](#)

REQUEST INFORMATION

Requested By
Crystina Duran

Requested On
7/14/2015 11:53:06 AM

CARDS WILL BE SHIPPED

1807 Diehl Rd
Naperville, IL 60563

SELECTED SHIP METHOD

Standard (5-7 business days)

SELECTED GIFT CARDS

Trans Number: 47434

PROGRAM	CARD DESIGN	QUANTITY	PER CARD COST	CARRIER DESCRIPTION	PER CARRIER COST	ITEM TOTAL
Prepaid Gift Cards	Piggy Bank	25	1.25	Standard	0.00	31.25
Card Total						\$31.25

Order Status

Under the Order Status Tab found under Gift Card

Admins will have the ability to:

- Cancel orders
- Track shipments
- Receive inventory orders

Gift Card	Reports	Marketing	Reference	Training	Administration	Ch
Sell a Card						
Record Mass Purchase	IME				MESSAGE	
Replace a Card						
Order Status						
Order Status for SEG						

Cancelling an Order

Cancel a Card Order in the *Order Not Yet* processed section.

To successfully cancel an order, it must be completed **BEFORE 4:00 pm CST**

- Check off Cancel
- Enter your Admin PIN
- Submit

Hello, Crystina Duran
ICUL
[Logout](#)

LSC Prepaid Access
Secure access to your prepaid programs.

Order Status

Gift Card | Reports | Marketing | Reference | Training | Administration | Change Password | Code of the Day

Please enter your PIN for confirmation

CANCEL ORDER		ORDERS NOT YET PROCESSED				
#	Date Ordered	Req By	Ship To			
<input type="checkbox"/> 47434	7/14/2015 11:53:06 AM	Crystina Duran	LSC - Prepaid			
CANCEL	LINE #	PROGRAM	CARD DESC	CARRIER DESC	QTY	
<input type="checkbox"/>	0	Prepaid Gift Cards	Piggy Bank	Standard	25	

There are no pending orders to display

A message will appear to confirm your order was cancelled successfully. The hyperlink in the message will give you a receipt for your records.

Tracking Card Shipment

Tracking information can be found in the *Orders Shipped* section

- Click on the tracking number
 - The tracking number link will take you to the UPS website and will provide full details on the ETA of your card order.

There are no pending orders to display

ORDERS SHIPPED

Order #	Date Ordered	Req By	Ship To	Assignment #
47091	6/5/2015 11:23:25 AM	Kit Becker	LSC - Prepaid	47575

Rec'd LINE #	PROGRAM	CARD DESC	CARRIER DESC	QTY	SHIPPING PROVIDER	TRACKING #
<input type="checkbox"/> 0	Prepaid Gift Cards	Palm Tree Paradise	Standard	4	UPS Second Business Day (2 business days)	1Z9V85180212132673

Cancel Submit

Receiving Card Order

Card orders will need to be verified and marked as received.

- Orders shipped
 - Check off Rec'd
 - Enter Admin PIN
 - Submit

There are no pending orders to display

ORDERS SHIPPED

Order #	Date Ordered	Req By	Ship To	Assignment #			
47091	6/5/2015 11:23:25 AM	Kit Becker	LSC - Prepaid	47575			
Rec'd Line #	PROGRAM	CARD DESC	CARRIER DESC	QTY	SHIPPING PROVIDER	TRACKING #	
<input type="checkbox"/>	0	Prepaid Gift Cards	Palm Tree Paradise	Standard	4	UPS Second Business Day (2 business days)	1Z9V85180212132673

Cancel

Submit

The administrator must mark the cards as received before the cards can be sold. If they are not marked, an error will occur at the time of a sale.

Card ID

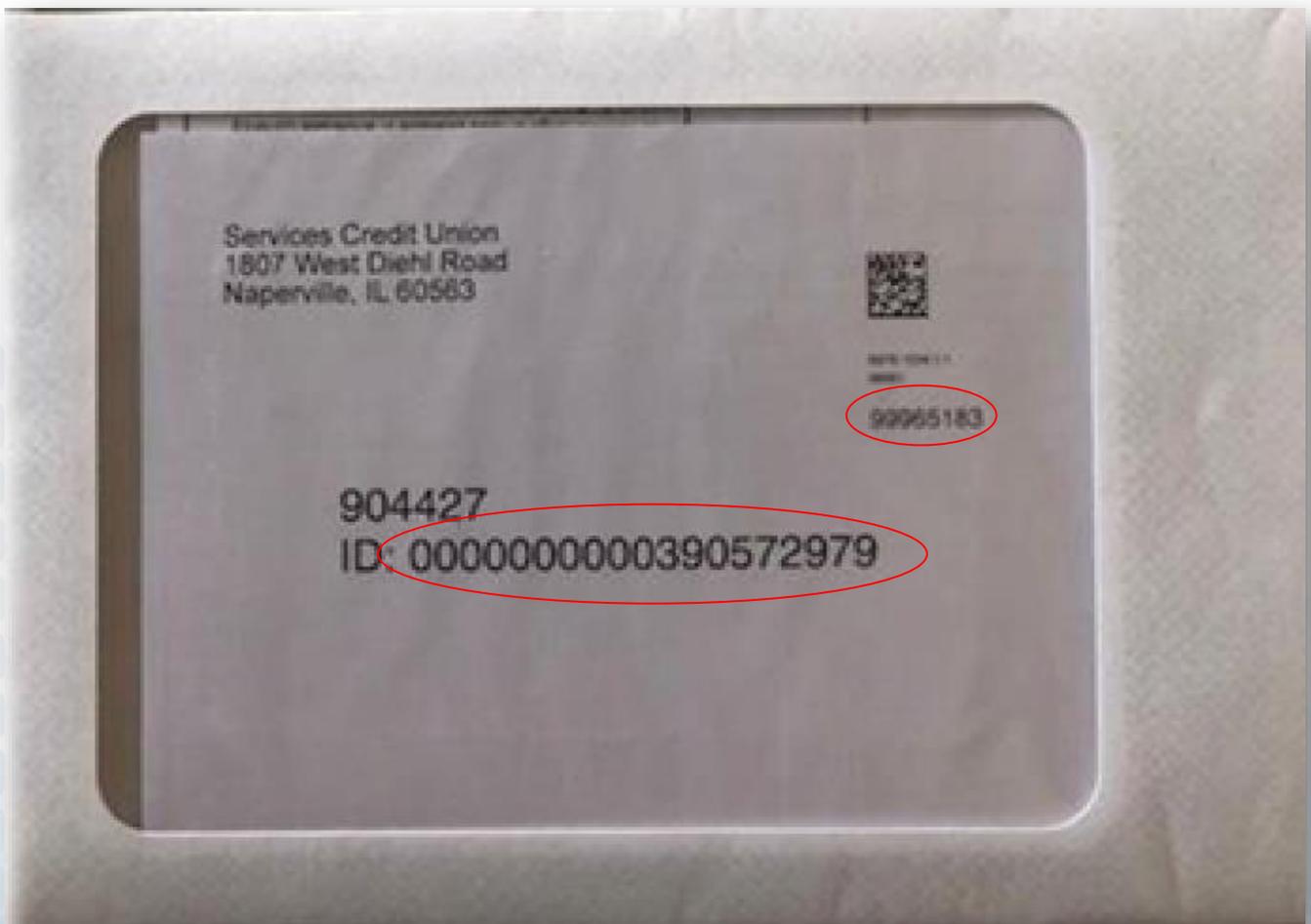


The Card ID will be on the outside of the card envelopes.

- Search and sell cards by Card ID in Prepaid Access
- Quickly access Card ID information in Prepaid Access without removing the card from the package

Note when maintaining your card inventory:

- Card ID is not sequential
- The sequence number below the QR code is in sequential order



Prepaid Access

Inventory Transfer



The exclusive provider of
CUNA Strategic Services
through LSC.



Inventory Transfer



Under the Administration Tab Admins will have the ability to:

- Transfer and Receive Inventory
 - Select FROM and TO Locations
 - Select Card Design and Number of Cards
 - Remove, Add, or Continue to Confirmation
 - Confirm and Submit Transfer with Admin PIN #

LSC Prepaid Access Hello, laura manjarrez ICUL - LSC Logout

Transfer Inventory

TravelMoney Reports Administration Marketing Reference Training Change Password Code of the Day

Administration: Manage Locations, Manage SEG Locations, Manage User List, Transfer Inventory (selected), Transfer, Receive

SELECT THE PROGRAM

PROGRAM: Select CUMONEY - TravelMoney

LSC Prepaid Access Hello, laura manjarrez ICUL - LSC Logout

Transfer Inventory

TravelMoney Reports Administration Marketing Reference Training Change Password Code of the Day

TRANSFER TRAVELMONEY CARDS

FROM: [Location]

SELECT THE TO ADDRESS FOR THE TRANSFER

DESCRIPTION	STREET ADDRESS	CITY	STATE	ZIP CODE
Select				
Select				
Select				

LSC Prepaid Access Hello, laura manjarrez ICUL - LSC Logout

Transfer Inventory

TravelMoney Reports Administration Marketing Reference Training Change Password Code of the Day

TRANSFER TRAVELMONEY CARDS

FROM: [Location] TO: [Location] Selected: 0

SELECT THE CARD DESIGN TO BE TRANSFERRED

CARD DESIGN	AVAILABLE	SELECTED
Select Blue Globe		0
Select Luggage Blend		0
Select Multicolor Sightseer		0
Select Passport		0
Select World Map		0

LSC Prepaid Access Hello, laura manjarrez ICUL - LSC Logout

Transfer Inventory

TravelMoney Reports Administration Marketing Reference Training Change Password Code of the Day

TRANSFER TRAVELMONEY CARDS

FROM: [Location] TO: [Location] Selected: 2

REMOVE SELECTED CARDS, CHOOSE TO ADD MORE CARDS, OR CONTINUE

Continue

Selected Cards (listed by #: cardID - sequence - order - design)

- 1 Multicolor Sightseer
- 2 Multicolor Sightseer

Remove Cards Add More Card Designs

LSC Prepaid Access Hello, laura manjarrez ICUL - LSC Logout

Transfer Inventory

TravelMoney Reports Administration Marketing Reference Training Change Password Code of the Day

TRANSFER TRAVELMONEY CARDS

FROM: [Location] TO: [Location] Selected: 2 Tracking Number: [Number]

CONFIRM SELECTIONS AND SUBMIT YOUR INVENTORY TRANSFER REQUEST

Back Submit

Please enter your PIN for confirmation [Input field]

CARD DESIGN	ORDER #	SEQUENCE #	CARD ID
1 Multicolor Sightseer			
2 Multicolor Sightseer			

Prepaid Access

Selling a Gift Card



The exclusive provider of
CUNA Strategic Services
through LSC.



Prepaid Access Sell a Gift Card



Select Plastic
or Virtual



 **LSC Prepaid Access**
Secure access to your prepaid programs.

Gift Card	TravelMoney	Reports	A
Sell a Card	▶ Plastic		
Sell Multiple Cards	Virtual		
Replace a Card			
Order Cards			
Order Cards for SEG			
Order Status			
Order Status for SEG			
Deactivate			
Refund a Card			
Check a Balance			

Prepaid Access Sell a Virtual Gift Card



Complete Required Buyer and Recipient Information

 **LSC Prepaid Access**
Secure access to your prepaid programs.

Record Virtual Gift Card Purchase ICUL - L: [Logo](#)

[Gift Card](#) | [TravelMoney](#) | [Reports](#) | [Administration](#) | [Everyday Spend](#) | [Marketing](#) | [Reference](#) | [Training](#) | [Change Password](#) | [Code of the Day](#)

BUYER INFORMATION		RECIPIENT INFORMATION	
Buyer Name	<input type="text"/>	Recipient Name	<input type="text"/>
Address	<input type="text"/>	Recipient Email	<input type="text"/>
City	<input type="text"/>	Recipient Mobile Phone	<input type="text"/>
State	<input type="text"/>		
Phone	<input type="text"/>		
Zip Code	<input type="text"/>		
Phone Type	<input type="text"/>		

GIFT CARDS PURCHASED

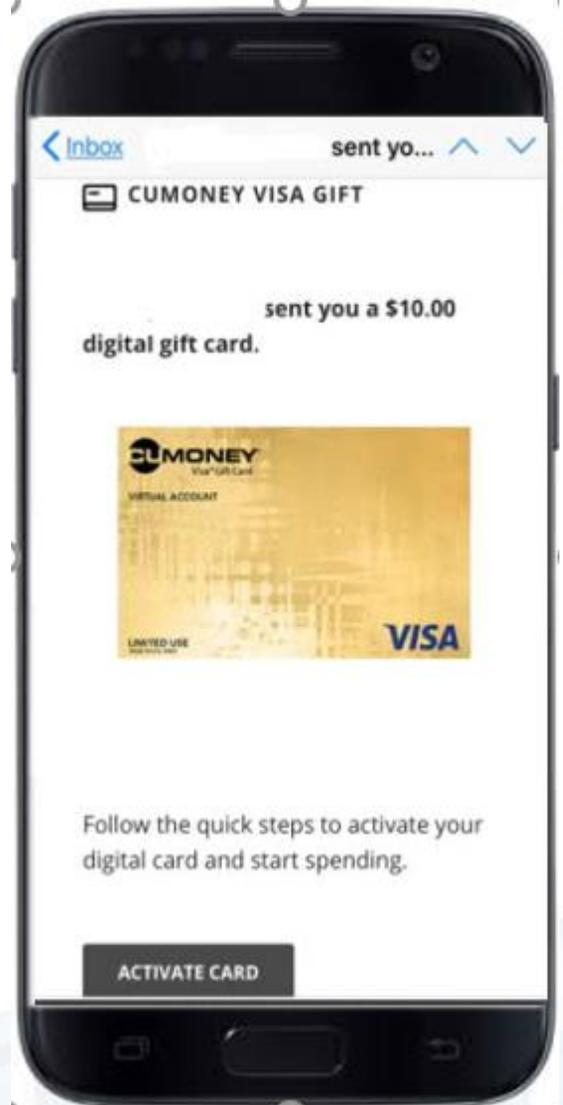
Card Value

[Cancel Purchase](#) [Confirm Purchase](#)

Virtual Gift Card – Cardholder Activation Journey



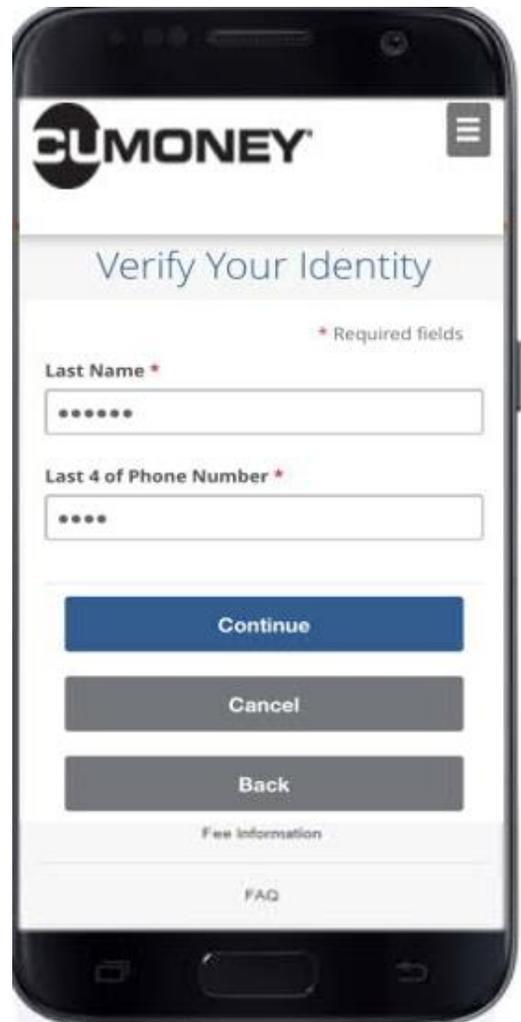
Cardholder receives an email
with a link to activate their
virtual issued card



Virtual Gift Card - Activation Cardholder Journey



Cardholder will enter
activation tokens to verify
their identity



CUMONEY

Verify Your Identity

* Required fields

Last Name *

Last 4 of Phone Number *

Continue

Cancel

Back

Fee Information

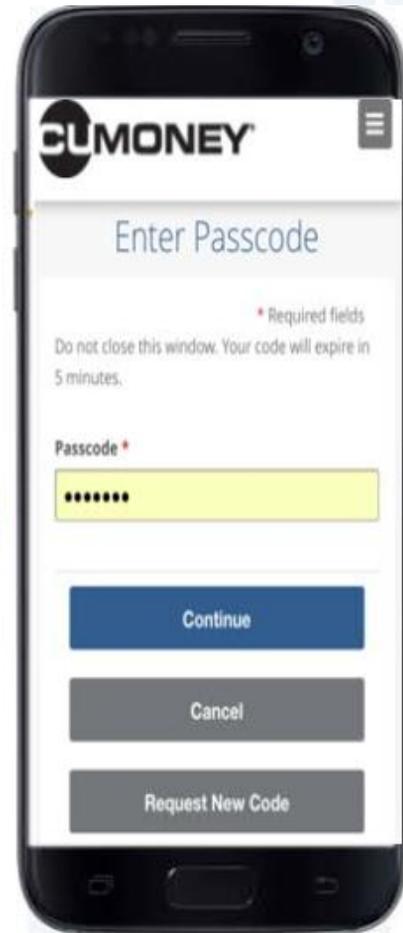
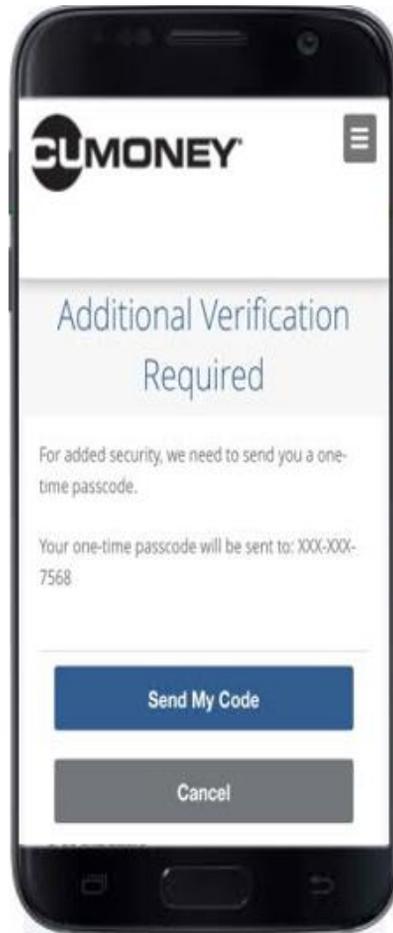
FAQ

Virtual Gift Card – Activation Cardholder Journey



The cardholder will be prompted to send a One-Time Passcode (OTP) to a mobile device on file

Then prompted to enter the OTP sent to their mobile device



Virtual Gift Card – Activation Cardholder Journey



Once validated, the cardholder sets up their security credentials

Cardholder is prompted to review their security info prior to completing the setup

The smartphone screen displays the CUMONEY logo at the top. Below it is the heading "Security Information" with a sub-heading "Website Registration". A note indicates "* Required fields". The form includes three input fields: "Username *" with a "6-16 characters" requirement, "Password *" with a detailed password strength requirement, and "Re-Enter *" with a "3" character requirement. A red note at the bottom states: "To fully register your Gift Card, please visit My Profile page, complete the required fields and submit." At the bottom are "Continue" and "Cancel" buttons.



The smartphone screen displays the CUMONEY logo at the top. Below it is the heading "Review and Submit" with a sub-heading "Security Information". The form shows the "Username" and "Password" fields with asterisks. Below this is the "Personal Information" section with fields for "First Name", "Middle Initial", and "Last Name". At the bottom are "Continue", "Cancel", and "Back" buttons.

Virtual Gift Card – Activation Cardholder Journey



Virtually issued card displays
in the website, providing all
necessary info to make
online purchases



Sell a Plastic Gift Card



Enter the Following information:

- Buyers Name
- Address, City, State and Zip Code
- Phone Number
- Card ID(s)
- Card Value
- Select **Add Card**
 - If the buyer is purchasing multiple gift cards, enter the next Card ID and value, and then click **Add Card**.
- Once the card(s) are added
- Confirm Purchase



LSC Prepaid Access

Secure access to your prepaid programs.

Contact Us - 800-304-2273 opt 4 - Prepaid@lsc.net

Record Gift Card Purchase

BUYER INFORMATION

Buyer Name

Address

City

State Zip Code

Phone Phone Type



GIFT CARDS PURCHASED

Card ID	Card Value	
<input type="text"/>	<input type="text"/>	<input type="button" value="Add Card"/>

Sell a Plastic Gift Card

Confirmation of Gift Card purchase:

- Verify the information was entered correctly
- Submit Purchase



Secure access to your prepaid programs.

Confirmation of Gift Card Purchase

[Logout](#)

Gift Card	Reports	Marketing	Reference	Training	Administration	Change Password	Code of the Day
---------------------------	-------------------------	---------------------------	---------------------------	--------------------------	--------------------------------	---------------------------------	---------------------------------

SETTLEMENT NOTICE

By submitting this card request, I authorize LSC to debit the designated settlement account for the total shown on this card request confirmation. This settlement will occur within two (2) business days.

PURCHASER INFORMATION

Name **Cristina Trainer**
 Address **1807 W Diehl Rd**
 City **Naperville**
 State **IL** Zip Code **60566**
 Phone **800-304-2273**

GIFT CARDS PURCHASED

CARD NUMBER	CARD VALUE
486202001.....	10.00
Total Card Value	10.00

Cancel Purchase
Submit Purchase

The Gift Card Purchase Sales Receipt and transaction number will confirm the sale was completed successfully.

Please note: if a transaction is attempted on a Gift Card that was not successfully loaded, this will create a block on the card. LSC will need to be contacted to remove the block for the card to be loaded

Secure access to your prepaid programs.

Gift Card Purchase Sales Receipt

Gift Card	Reports	Marketing	Reference	Training	Administration	Change Password	Code of the Day
---------------------------	-------------------------	---------------------------	---------------------------	--------------------------	--------------------------------	---------------------------------	---------------------------------

[Printer Friendly Version](#)

TRANSACTION INFORMATION

Transaction Number **2243941** Recorded By **Cristina Duran** Recorded On **7/14/2015 2:25:09 PM**

PURCHASER INFORMATION

Name **Cristina Trainer**
 Address **1807 W Diehl Rd**
 City **Naperville**
 State **IL** Zip Code **60566**
 Phone **800-304-2273**

GIFT CARDS PURCHASED

CARD TYPE	CARD NUMBER	CARD VALUE
African Lion	*****2970	10.00
Total Card Value		10.00

Mass Gift Card Purchase



A range of cards be loaded at one time for a buyer, as long as the card style and dollar amount are the same.

If you plan to use this feature, please keep your bundles in shipment order. The Card ID is not in order but the sequence order is. When you enter the Card ID, LSC is translating this to a sequence number.

LSC Prepaid Access
Secure access to your prepaid programs.

Contact Us - 800-304-2273 opt 4 - Prepaid@lsc.net

Hello, karen barker

Record Mass Gift Card Purchase

Gift Card
Everyday Spend
TravelMoney
NewGen
Reports
Marketing
Reference
Training
Administration
Change Password
Code of the Day

PURCHASER INFORMATION

Buyer Name

Address

City

State Zip Code

Phone Phone Type

SET CARD RANGE(S)

Starting Card ID

Ending Card ID

OR

Order #

Dollar Amount

Clear All

Add Range

SELECTED RANGES

Card Design	Starting Card ID	Ending Card ID	Order #	VALUE EACH	NUMBER OF CARDS	VALUE FOR RANGE		
Snowman			N/A	10.00	9	90.00	Edit	Delete
Bright Gifts			N/A	10.00	25	250.00		
Totals:					34	340.00		

Cancel Purchase

Confirm Purchase

Check a Gift Card Balance

Gift Tab

- Gift Card Balance
- Search by card number

Contact Us - 800-304-2273 opt 4 - Prepaid@lsc.net



LSC Prepaid Access

Secure access to your prepaid programs.

Gift Card Balance

Card Number Search

Enter Card Number to Retrieve Balance:

Purchaser Information

Name **Tester Tester** Phone **630-987-9876**
Address **123 Main St** E-Mail **abc.xyz@att.net**
123 Main St
City **Geneva**
State **IL 60134**

Card Information

Original Sale Amount	Date Sold	Status	Current Card Balance
\$101.00	9/5/2018	Card Issued	\$299.00

Card Refund/Unload

1. Search for the Card to Refund

Search for Card Number to Refund:

Enter Card Number of Card to Refund:

Search

2. Confirm the refund for the entered card

Refund a Gift Card

Gift Card OLD | Everyday Spend | TravelMoney OLD | Marketing | Reference | Training | Ad

Purchaser Information

Name | Phone
Address | EMail
City
State

Card Information

Date Sold	Status	Current Card Balance	Fee Amount	Refund Amount
6/7/2019	Active	\$25.00	\$10.00	\$15.00

Cancel

Confirm

3. CU will need to confirm refund a 2nd time.

A receipt will confirm that the refund was completed successfully.

Refund a Gift Card Confirmation

OLD | Everyday Spend | TravelMoney OLD | Marketing | Reference | Training

Card Number for Refund:

Purchaser Information

Name | Phone
Address | EMail
City
State

Card Information

Date Sold	Status	Current Card Balance	Fee Amount	Refund Amount
10/21/2018	Active	\$20.00	\$10.00	\$10.00

Closed Card Fee of \$10.00 will be applied to the Current Card Balance.

Cancel

Submit

***** Please confirm you would like to refund this card by selecting 'Submit' *****

Replacement Cards



- If you are replacing a plastic gift card you must use a plastic card to issue a replacement
- If you are replacing a virtual gift card you must use a virtual card to issue a replacement

Card Replacement

When a Gift Card is Lost or Stolen, the cardholder must call their Customer Service number that is listed on their disclosure (833-729-2843) to block their card. If the member contacts the Credit Union, then the Credit Union can Call LSC Customer Service to place a block on the card.

In order for your Member to receive their replacement, they may request a replacement through the VRU toll-free number or request a Replacement at the Credit Union. Replacements via the VRU will be mailed to the Buyers address on record.

- Go to Gift Card
- Replace a Gift Card
- Search by Purchaser name
- Select the Card Number

SEARCH CRITERIA

Buyer Name Card Type Card Number

Please call LSC for any card in the list below which has an asterisk after the Card Number (verbiage to be provided)

Click Card Number to Enter a Replacement for that Card

BUYER NAME	CARD TYPE	CARD NUMBER	INITIAL CARD VALUE	PURCHASE DATE
	Colored Pencils	*****960728		09/10/2018
	Birthday Party	*****902860	15.00	09/07/2018
	Blue Burst	*****000007*	200.00	12/07/2017
	Silver Gift	*****937437	25.00	09/07/2018

Card Replacement

The Purchaser information and original card information will show for your reference. ONLY the current balance will transfer, minus the \$10 replacement card fee.

Record Card Replacement:

- Enter Replace Card ID
- Select Reason for Replacement
- Enter Optional Notes
- Confirm Replacement

PURCHASER INFORMATION			
Name			
Address	1807 W Diehl		
City	Naperville		
State	Illinois	60563	
Phone	630-555-1234	Home	

ORIGINAL CARD INFORMATION			
Card Type	Card Number	Exp Date	Current Balance
Silver Gift	*****937437	2025/07	25.00

NEW CARD INFORMATION		
Replacement Card ID	Reason for Replacement	Notes (optional)
000000000390375496	<input checked="" type="radio"/> Lost <input type="radio"/> Stolen <input type="radio"/> Expired <input type="radio"/> Damaged	Lost Gift card replacement test

There will be a \$10 fee removed from the replacement card balance.

[Cancel Replacement](#) [Confirm Replacement](#)

Card Replacement

Confirm Replacement details on page. If replacement information is correct

- Submit Replacement.

PURCHASER INFORMATION			
Name Hol			
Address 1807 W Diehl			
Naperville, IL 60563			
Phone 630-555-1234			
ORIGINAL CARD INFORMATION			
Card Type	Card Number	Exp Date	Value
Silver Gift	*****937437	2025/07	25.00
NEW CARD INFORMATION			
Reason for Replacement	Card Number	Notes	
Lost	00	Lost Gift card replacement test	

There will be a \$10 fee removed from the replacement card balance.

Cancel Replacement Submit Replacement

Gift Card Replacement Sales Receipt confirms that the replacement was submitted successfully.
Funds will be transferred immediately.

TRANSACTION INFORMATION			
Trans Number	Sold By	Date	
165	Allen Budziak	9/10/2018 8:19:29 AM	
PURCHASER INFORMATION			
Name			
Address 1807 W Diehl			
Naperville, IL 60563			
Phone 630-555-1234			
ORIGINAL CARD INFORMATION			
Card Type	Card Number	Exp Date	Value
Silver Gift	*****937437	2025/07	\$ 25.00
NEW CARD INFORMATION			
Card Type	Card Number	Exp Date	
Colored Pencils	*****967798	2025/08	

Gift Card Deactivation

Administrators will have the ability to deactivate gift cards through Prepaid Access.

- Search by Card ID or Card Type
- Select Cards to Deactivate
- Enter Admin PIN
- Click on Deactivate

Find Gift Card to Deactivate

PS Gift Card Everyday Spend TravelMoney NewGen Reports Marketing Ref

Search Options

Card Type: Card ID: Sort By:

Reason for Deactivation: PIN# for Validation:

DEACTIVATE	CARD TYPE	CARD ID	CARD NUMBER	EXP DATE
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09

Please note: Once a card(s) are deactivated, this process is not reversible. Deactivated card stock will need to be destroyed.



Prepaid Access

Reports

Gift Card Reports

All Administrators have access to reports through the Prepaid Access Site.

- Go to Report
- Gift Card
- Select a Report
 - *Daily Monetary Activity*
 - *Sold Gift Cards*
 - *Card Inventory*
 - *Card Orders*
- Select Transaction Dates
 - Today
 - Yesterday
 - 30,90,180 Days
 - Last Year
 - YTD
 - Custom Dates
- Generate Report

Reports		Administration	Marketing
Gift Card ▶	Daily Monetary Activity		
	Sold Gift Cards		
	Card Inventory		
	Card Orders		
	Deactivated Legacy Cards		

Daily Monetary Activity

The Daily Monetary Activity report shows all of the financial activity processed on the LSC Prepaid Access Site.

- Card Plastic Fee's (Card Requests)
- Load Values (Card Purchases)
- Cancellations
- Marketing Material Orders



LSC Prepaid Access
Secure access to your prepaid programs.

Hello, Crystina Duran
ICUL
[Logout](#)

Daily Gift Card Activity Report

Gift Card

Reports

Marketing

Reference

Training

Administration

Change Password

Code of the Day

[Printer Friendly Version](#)

DATE	CARD REQUESTS			CARD PURCHASES		CANCELLATIONS			MARKETING MATERIALS
	# CARDS	CHARGE	SHIPPING	# CARDS	VALUE	# CARDS	# CHARGE	SHIPPING	
7/2/2015	0	0.00	0.00	1	50.00	0	0.00	0.00	0.00
7/7/2015	0	0.00	0.00	3	200.00	0	0.00	0.00	0.00
7/8/2015	0	0.00	0.00	10	500.00	0	0.00	0.00	0.00
7/9/2015	0	0.00	0.00	1	50.00	0	0.00	0.00	0.00
Grand Totals:	0	0.00	0.00	15	800.00	0	0.00	0.00	0.00

Shipping charges where zero (0), will be charged at cost with the month-end card purchase invoice.

Card Inventory

The Card Inventory Report shows all of the available cards the credit union has for sale.

- Type of card
- Card Numbers
- Expiration Dates
- Which Locations (if Multiple Locations)

LOCATION	CARD TYPE	# OF CA
1807 West Diehl Rd, , Naperville, IL, 60563	Garden Party	1
1807 West Diehl Rd, , Naperville, IL, 60563	Gingerbread Man	10
1807 West Diehl Rd, , Naperville, IL, 60563	Gingerbread Man	4
1807 West Diehl Rd, , Naperville, IL, 60563	Lavender	1

AVAILABLE CARDS					
CARD TYPE	EXP	ORDER #	CARD QTY	SHIP DATE	
- Garden Party	09/2025	1410	1	8/29/2018 12:00:00 AM	
Row #	CARD TYPE	CARD NUMBER	CARD ID	SEQUENCE NUMBER	EXP
1	Garden Party	*****991875			09/2025
- Gingerbread Man	11/2025	4973	10	10/23/2018 12:00:00 AM	
Row #	CARD TYPE	CARD NUMBER	CARD ID	SEQUENCE NUMBER	EXP
1	Gingerbread Man	*****426528	000000C		11/2025
2	Gingerbread Man	*****842526	000000C		11/2025
3	Gingerbread Man	*****376052	000000C		11/2025
4	Gingerbread Man	*****709286	000000C		11/2025
5	Gingerbread Man	*****782027	000000C		11/2025
6	Gingerbread Man	*****177383	000000C		11/2025
7	Gingerbread Man	*****544228	000000C		11/2025
8	Gingerbread Man	*****644796	000000C		11/2025
9	Gingerbread Man	*****726023	000000C		11/2025
10	Gingerbread Man	*****556908	000000C		11/2025
+ Gingerbread Man	11/2025	4975	4	10/25/2018 12:00:00 AM	
+ Lavender	09/2025	1410	1	8/29/2018 12:00:00 AM	

Sold Gift Cards

The Sold Gift Cards report will show all Gift Cards that were sold in detail.

- Check ALL card types when generating report
- Transaction number
- Recorded by (who sold the card)
- Date of Sale
- Buyer Name
- Card type
- Card Number
- Value



LSC Prepaid Access

Secure access to your prepaid programs.

Hello, Crystina Duran

ICU

Logout

Sold Gift Cards Report

Gift Card	Reports	Marketing	Reference	Training	Administration	Change Password	Code of the Day
---------------------------	-------------------------	---------------------------	---------------------------	--------------------------	--------------------------------	---------------------------------	---------------------------------

[Printer Friendly Version](#)

PURCHASE INFORMATION						
#	RECORDED BY	DATE	BUYER	CARD TYPE	CARD NUMBER	VALUE
2240779	Lynn OConnor	7/7/2015	Christina Janik	Congratulations Cork		100.00
				Purchase Total		100.00
2240784	Lynn OConnor	7/7/2015	Kristina Michel	US Currency		50.00
				US Currency		50.00
				Purchase Total		100.00
Total Sales						200.00

Card Orders

Card Orders report will show all of the Gift Card orders and status:

- Pending Orders
- Received Orders
- Cancelled Orders

Card	Reports	Marketing	Reference	Training	Administration	Change Password	Code of the Da						
Printer Friendly Version													
Jump to Pending Orders		Jump to Received Orders			Jump to Cancelled Orders								
PENDING ORDERS													
There are no pending orders to display													
Back to Top													
RECEIVED ORDERS													
CONFIRMATION #	CU NAME	ADDRESS DESCRIPTION	ADDRESS	REQUEST #	REQUESTED BY	REQUESTED DATE	PROGRAM	CARD TYPE	CARRIER TYPE	PER CARD COST	PER CARRIER COST	QTY	TOTAL
27651			ICUL 1807 W. Diehl RD Naperville IL	59781	Martha	2/21/2018 4:23:43 PM	Prepaid Gift Cards		Standard	1.25	0.00	1	1.25
Back to Top													
CANCELLED ORDERS													
There are no cancelled orders to display													
Back to Top													

Reference

Contact Numbers lists all of the toll free Prepaid Customer Care numbers

Teller Quick Reference shows a comparison of each of the Prepaid programs

Important Message references back to the message board found on the initial log in screen

CU FAQs link lists all the most frequently asked questions for each Prepaid program

Lost/Stolen Procedures goes through this process for each program type

Gallery II Designs has PDFs of each plastic card and greeting card design that are separated by each program type

Prepaid Terms and Conditions a copy of the T's & C's in an electronic format for each program

Reference	Training
Contact Numbers	
Teller Quick Reference	
Important Messages	
CU FAQs	
Lost/Stolen Procedures	▶
Card Designs	▶
Prepaid Terms and Conditions	▶
Automating Funding	▶
Card Destruction	▶

Card Destruction

All Visa Gift Cards are issued to the Credit Union with a seven year expiration date. In 2009 the Card Act requires all Visa Gift Cards to have a minimum five year expiration date when sold to a consumer.

LSC gives Credit Unions two years to sell the cards before the cards are no longer valid. If any of your Gift Cards have reached a five year expiration date you must properly destroy the cards because of their invalid status. Credit Union Administrators will deactivate cards with less than a 5 year expiration date through the Deactivation function in Prepaid Access.

Find Gift Card to Deactivate

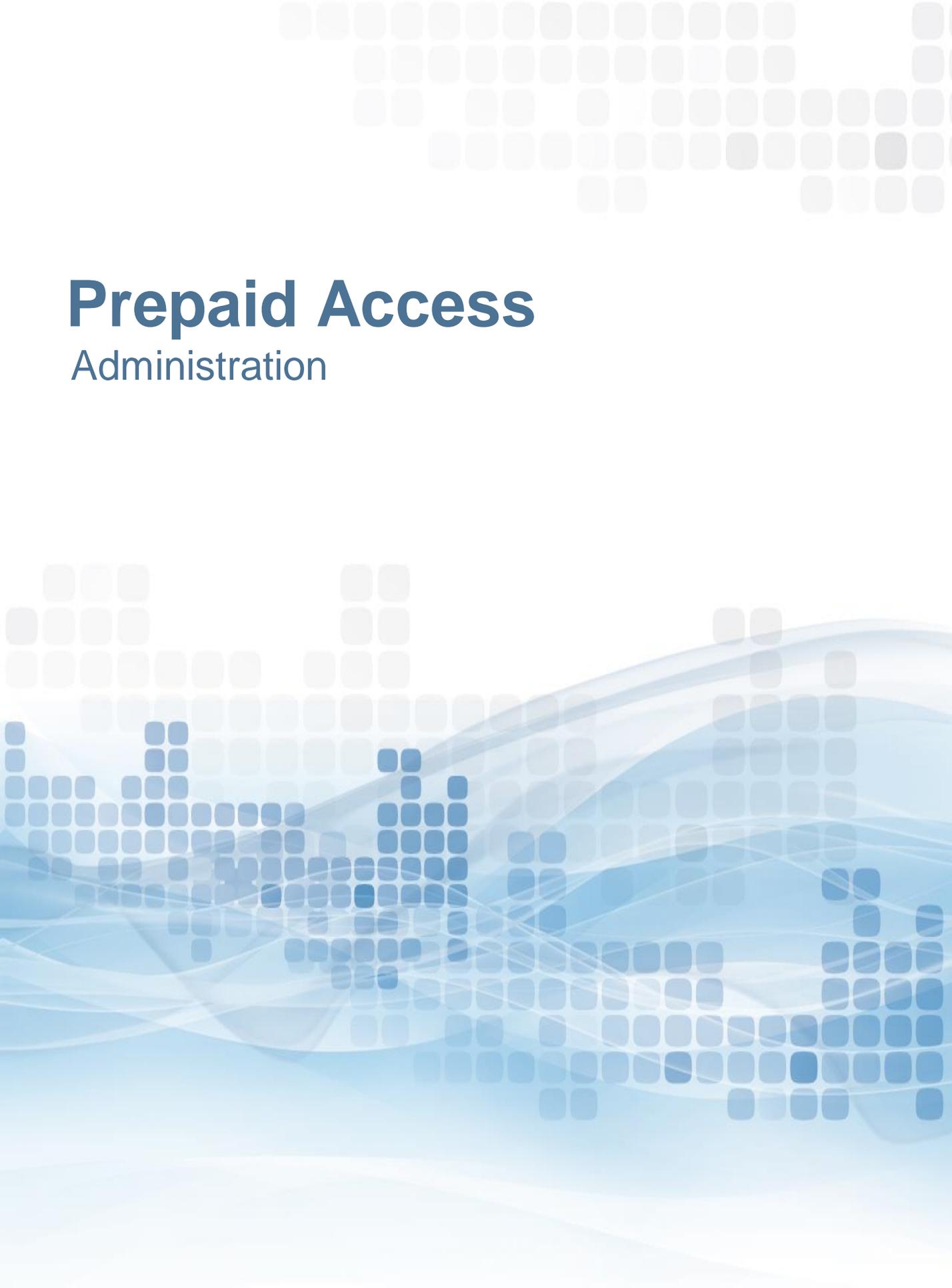
PS Gift Card Everyday Spend TravelMoney NewGen Reports Marketing Refe

Search Options

Card Type
 Card ID
 Sort By

Reason for Deactivation
 PIN# for Validation:

DEACTIVATE	CARD TYPE	CARD ID	CARD NUMBER	EXP DATE
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09
<input type="checkbox"/>	Football	000	*****	2025/09



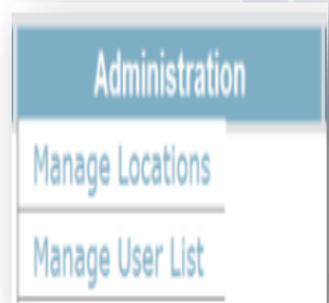
Prepaid Access

Administration

Managing Locations

Administrator can Manage Locations

- Location Name
- Address, City, State, and Zip Code
- Phone and Fax Number
- Check Active Box
- Enter Admin PIN for confirmation
- Select Add



* Please keep in mind that adding or modifying location addresses will not be available to ship to for approximately 10-15 business days.

A screenshot of the 'LSC Prepaid Access' web application. The header includes the logo and 'LSC Prepaid Access' text. The main title is 'Manage Locations'. A navigation bar contains links for Gift Card, Reports, Marketing, Reference, Training, Administration, Change Password, and Code of the Day. A user greeting 'Hello, Crystina Duran' and 'ICUL' is visible in the top right. Below the navigation is a PIN confirmation field: 'Please enter your PIN for confirmation'. The main content area features a table with columns: LOCATION NAME, STREET 1/STREET 2, CITY, STATE, ZipCode, PHONE, FAX, ACTIVE, and EDIT. The table contains several rows of data, each with a checked 'ACTIVE' box and an 'Edit' link. At the bottom of the table is an 'Add' button with a checked box. A horizontal scrollbar is visible below the table, and a checkbox for 'Include Inactive Addresses' is at the bottom right.

Manager User List – Add User

Add a New User:

- Select Add New User (in the right hand corner)
- Enter User Information
 - First and Last Name
 - Phone and Fax Number
 - E-Mail Address
- Enter Account Information
 - Account ID (Ex: First.Lastname)
 - Password, then Confirm (Ex: Season@YYYY)
- User Roles
 - Check off Prepaid Gift Cards
 - Select Create User

LSC Prepaid Access
Secure access to your prepaid programs.

Hello, Crystina Duran
ICUL
Logout

Create New User

Gift Card | Reports | Marketing | Reference | Training | Administration | Change Password | Code of the Day

USER INFORMATION

First Name: Last Name:

Phone: Ext: Fax: EMail Address:

ACCOUNT INFORMATION

Account ID: Password: Confirm:

Enabled Require Password Change on Next Login

USER ROLES

Prepaid Gift Cards CUMONEY - Everyday Spend NewGen
 CUMONEY - TravelMoney

Cancel

Manager User List – Delete User

Delete a User:

- Select Delete (on the far right corner of the User)
 - It will prompt to Delete User Information
- Select Delete User

LSC Prepaid Access
Secure access to your prepaid programs.

Hello, Crystina Duran
ICUL
Logout

Delete User Information

Gift Card | Reports | Marketing | Reference | Training | Administration | Change Password | Code of the Day

USER INFORMATION

First Name: Last Name:
Phone: Ext: Fax: EMail Address:

ACCOUNT INFORMATION

Account ID: Password: Confirm:
 Enabled Require Password Change on Next Login

USER ROLES

Prepaid Gift Cards CUMONEY - Everyday Spend NewGen
 CUMONEY - TravelMoney

Manager User List – Update User

Update a User:

- Select the Account ID
- Enter temporary password & confirm
- Check off Require Password Change on Next Login
- Select Update User

LSC Prepaid Access
Secure access to your prepaid programs.

Hello, Crystina Duran
TCUL
Logout

Update User Information

Gift Card | Reports | Marketing | Reference | Training | Administration | Change Password | Code of the Day

User Information

First Name: Last Name:
Phone: Ext: Fax: EMail Address:

Account Information

Account ID: Password: Confirm:
 Enabled Require Password Change on Next Login

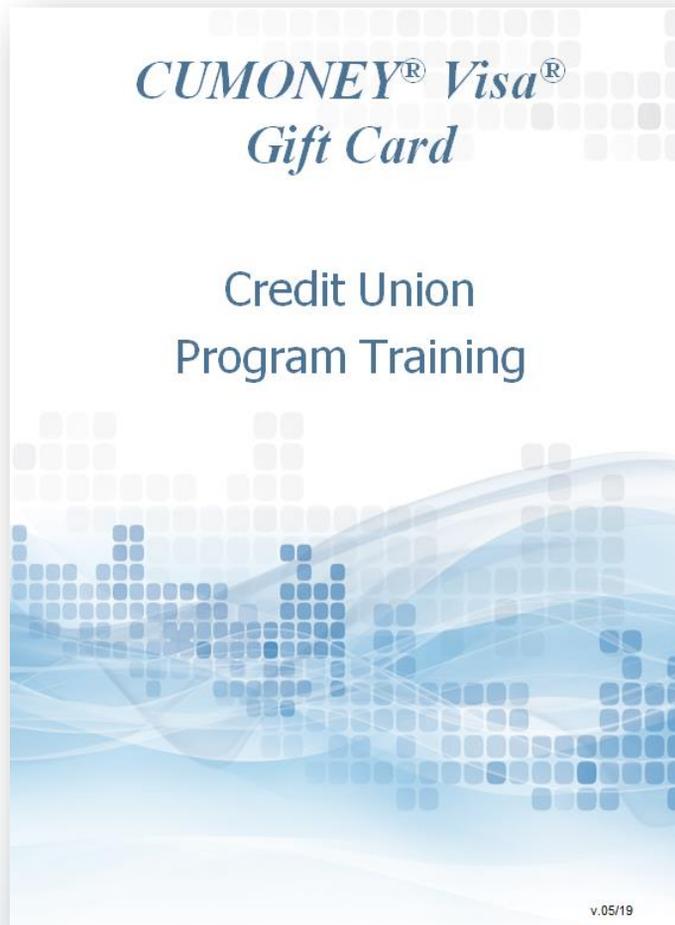
User Roles

Prepaid Gift Cards CUMONEY - Everyday Spend NewGen
 CUMONEY - TravelMoney

Training

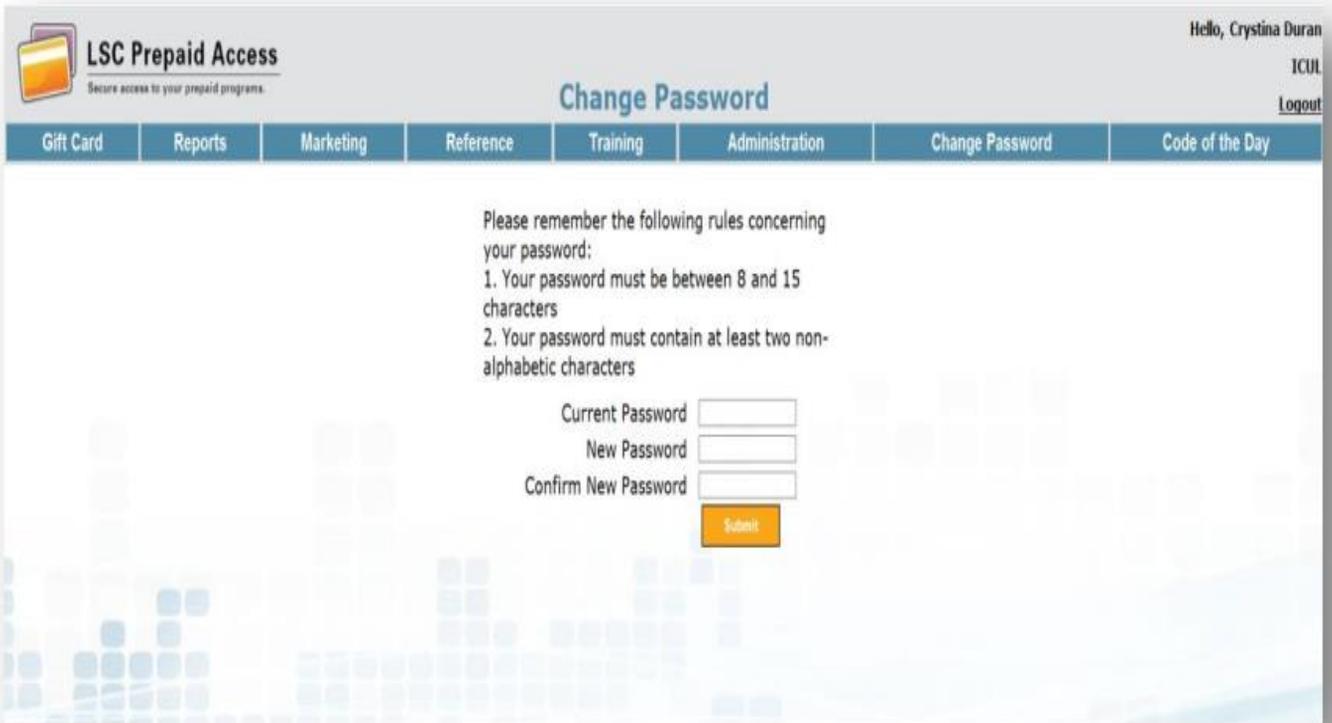
Training materials are available for the credit union for all of the Prepaid programs. Materials can be used to train new staff or as a refresher to the program.

The credit union can also contact LSC to schedule a live training by emailing: Prepaid@lsc.net



Change Password

This option is for ALL Users who want to change their password; you must know your password.



The screenshot shows a web interface for "LSC Prepaid Access". The header includes the logo, the text "LSC Prepaid Access" with the tagline "Secure access to your prepaid programs.", and a user greeting "Hello, Crystina Duran" with links for "ICU" and "Logout". A navigation bar contains links for "Gift Card", "Reports", "Marketing", "Reference", "Training", "Administration", "Change Password" (which is highlighted), and "Code of the Day". The main content area displays password change instructions: "Please remember the following rules concerning your password:" followed by two numbered rules. Below the rules are three input fields labeled "Current Password", "New Password", and "Confirm New Password", and a "Submit" button.

LSC Prepaid Access
Secure access to your prepaid programs.

Hello, Crystina Duran
ICU
[Logout](#)

Change Password

[Gift Card](#) | [Reports](#) | [Marketing](#) | [Reference](#) | [Training](#) | [Administration](#) | [Change Password](#) | [Code of the Day](#)

Please remember the following rules concerning your password:

1. Your password must be between 8 and 15 characters
2. Your password must contain at least two non-alphabetic characters

Current Password

New Password

Confirm New Password

Code of the Day

The Code of the Day is a security feature that LSC uses to verify that you are calling from a Credit Union, and that you are a current employee.

The screenshot shows the LSC Prepaid Access website interface. At the top left is the logo and text "LSC Prepaid Access" with the tagline "Secure access to your prepaid programs." On the top right, it says "Hello, Crystina Duran" and "ICUI" with a "Logout" link. A navigation bar contains links for "Gift Card", "Reports", "Marketing", "Reference", "Training", "Administration", "Change Password", and "Code of the Day". The main content area displays "Code of the day for Wednesday, July 15, 2015:" followed by the code "8CFD36".



LSC Web Reports

Invoices and Other Gift Card Reports

LSC Web Reports Site

The website is a completely separate website from our LSC Prepaid Access site. The login information is separate Account ID and Password. When logging into this website, you will be retrieving your Gift Card invoice and reports.

For new credit unions, there will be a designated person set up as the administrator on the site. The administrator will set up any additional users to this site.

If your Credit Union has not been set up with an Administrator, please contact LSC customer service to have the set up form e-mailed to you.

LSC Web Reports – Home Page

The HOME Tab (Dashboard)

Once you're logged into the site, you will be directed to the Home Page (Dashboard). On the Home Page you will see updates, announcements, and My History. The history section is a list of reports you have previously browsed.

- **Browse by Report will show most recent reports you have available.**
- **Browse by Date will show reports you have available for specified date entered.**

LSC
Helping Credit Unions Compete
Abbott Logout

Welcome!

FRAUD REPORTED ON CREDIT AND DEBIT CARDS

LSC is continuing to receive reports of confirmed fraud from credit unions that were monitoring their lists of compromised cards from the Target, SuperValu/Albertsons, and Home Depot breaches. Although it is a business decision on the part of the credit union, LSC is recommending that each credit union block and reissue cards from these breaches.

If your credit union is unsure of where to retrieve your card numbers that are included in these alerts, please call LSC Card Services.

My History

Date	Action
06/12 08:55	User info@midwestcu.org views CAMS_DEBIT
05/22 09:41	User info@midwestcu.org views LSC FIS Network Debit Invoice
05/01 14:47	User info@midwestcu.org views Blocked-dispute Account Report [CP400...
05/01 14:41	User info@midwestcu.org views CAMS_DEBIT
05/01 14:30	User info@midwestcu.org views Cardholder Count Report - Monthly [CI]
05/01 14:29	User info@midwestcu.org views CAMS_DEBIT
05/01 14:28	User info@midwestcu.org views CAMS_DEBIT
05/01 11:33	User info@midwestcu.org views VisaNet Authorization Profile Report ...
05/01 11:32	User info@midwestcu.org views CH STMT Insert Image Detail [CP316-01]
05/01 11:32	User info@midwestcu.org views Issue Register for Addl Issues - Acct...

LSC Web Reports – My Profile

A pop up of your Profile will appear. This is where you can update your information, and change your password, if needed (must know current password).

Your Profile

Personal

First Name	<input type="text"/>
Last Name	<input type="text"/> *
Email	<input type="text"/> *
Mobile	<input type="text"/>

Password Leave blank if you don't wish to change your password

Old password	<input type="text"/>
Password	<input type="text"/>
Password confirmation	<input type="text"/>

LSC Web Reports – User Tab

The Administrators for LSC Web Reports will have the ability to add additional users to the site.

Create New User:

- Personal Information
 - Email Address (will be used as their Account ID)
 - Password
 - First and Last Name
- Privileges and Duties
 - Check off Admin or User
 - Admins have the ability to Add additional Users
 - Check off Prepaid, Invoices, and Documentation
- Submit

The screenshot displays a web form titled "User Administration". It is divided into two main sections: "Personal" and "Privileges and Duties".

Personal Section:

- Email:** A text input field.
- Password:** A text input field.
- Password confirmation:** A text input field.
- First Name:** A text input field.
- Mid Init:** A text input field.
- Last Name:** A text input field.
- Restrictions:** A checkbox labeled "Mask all card numbers".

Privileges and Duties Section:

- Category:** Radio buttons for "CU User" and "CU Admin". "CU Admin" is selected.
- Domains:** A list of checkboxes for "ATM_Debit", "Compromised_Card_Alert_Debit", "PrePaid", "Invoices", and "Documentation".

At the bottom of the form, there are two buttons: a green "Submit" button and a red "Cancel" button.

LSC Web Reports – Reports

Pre-Deactivation Report

This report will generate if you have any Gift Card in your inventory that are coming close to the 5 years expiration. Users will receive an e-mail notification that this report is available.

GIFT CARD PRE-DEACTIVATION REPORT

Print Date: 11/1/2014

Credit Union RTN:

Credit Union Name:

Location:

Cards that will be deactivated on: Monday, December 1, 2014

<u>Card Design</u>	<u>Total Number of Cards Expiring</u>	<u>Expiration Date on Cards Expiring</u>	<u>Card Number</u>
Red & Gold Gift Box	2	11/191210228

LSC Settlements

All financial activity will generate a debit or a credit towards the corporate account provided to your credit union provided to LSC.

Daily ACH Settlement

This will come through as one financial transaction with a total debits and credits for the entire day. The ACH settlement has a two business day lag time.

Daily Fees

- Card Load Values
- Marketing Material orders plus Shipping fees

Monthly Billing

The invoice will be available for you to view on the [LSC Web Reports](#) site. This website is a completely separate site from our Prepaid Access site. You will need to be set up with separate login for the LSC Web Reports site. The monthly billing will consist of any card inventory that has been ordered.

Billing Fees

- Card Costs
 - \$1.25.00 x Gift Card plus Shipping
- CT,HI,VT,AZ,NY
 - \$3.00 x Gift Card plus shipping

Branded Gift Card program

- Visa Annual BIN fee
 - \$100 billed in December

LSC Web Reports – Invoice

Instant Issue Prepaid Debit Invoice

This is a monthly invoice; the credit union will receive one for any gift card orders that were placed in the previous month.

- **All Versions** option
 - View previous invoices
- Invoices will include descriptions, quantity, price, and totals



Helping Credit Unions Compete

Page 1 of 1

PO Box 3107 Naperville, IL 60566-710 800.942.7124 630.983.4284

Instant Issue Prepaid Debit

For the month of **September 2014**

RTN	
Invoice Number	
Invoice Date	
Invoice Total	\$40.29

Invoice Expense

Description	Quantity	Unit Price	Total
Gift Card w/Standard Carrier Trans ID: 43262	25.00	1.25000	31.25
Postage - UPS Ground - No Signature Trans ID: 43262	25.00	0.36160	9.04
			Invoice Expense 40.29
			Invoice Total 40.29

LSC Web Reports Security Codes

This monthly Code of the Day report is for credit union convenience. Instead of having to login each time for the COD, this report can be printed and kept in a secure location.



ICUL SERVICE CORPORATION
HELPING CREDIT UNIONS COMPLY

Page 1 of 1

PO Box 3107 Naperville, IL 60566-7110 800.942.7124 630.963.4264

Date: 6/29/2015

Credit Union CEO, Card Managers, and Staff

Security Codes:

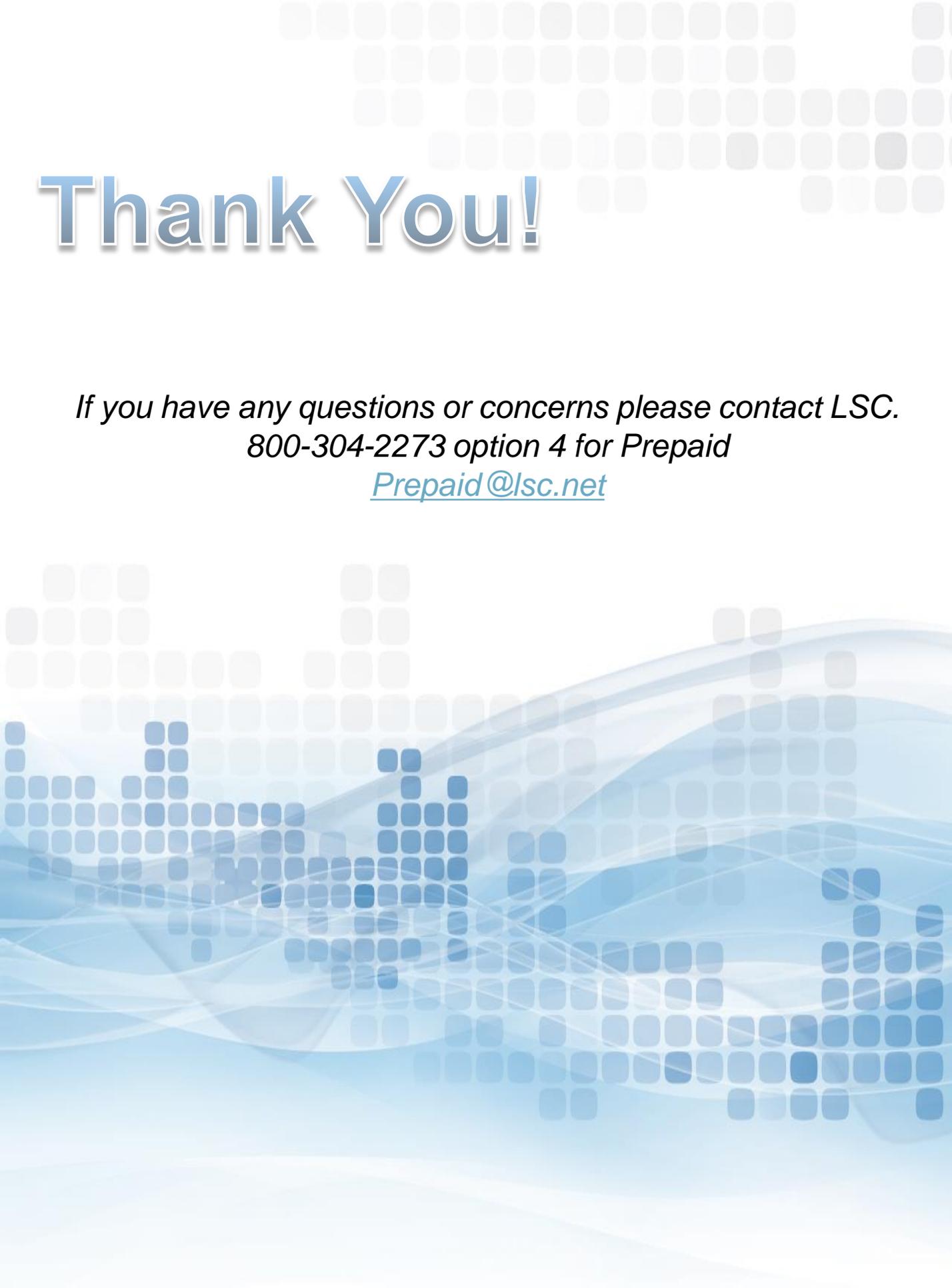
In order to protect the integrity of member card data and other confidential information, LSC is implementing a Security Code of the Day identification program. Each month on the 24th, we will publish the daily codes for the month in LSCWEB\ Documentation\ Security Codes Documentation\ LSC Code of the Day Documentation. These codes are confidential and should be kept secure and given to authorized staff of the credit union. LSC requires your authorized staff to provide the Cards Call Center staff the appropriate Code of the Day (password). This will be required prior to LSC disclosing information or making requested changes over the telephone.

Thank you for your cooperation in helping to protect your card program information.

Your Customer Service Support Team

Security Codes for - July 2015

1 - 72C141	2 - 7C8124	3 - JD97JA	4 - 7AC51E
5 - B7EF22	6 - 5CB51C	7 - J58A35	8 - 76D8F2
9 - C3E731	10 - A4F59C	11 - 528E89	12 - C1A2E5
13 - 6BJE76	14 - 3F9ECB	15 - 8CFD36	16 - DCJ3E6
17 - EBF E8B	18 - 8CEEE3	19 - 9D678A	20 - 6C93E2
21 - C5D8A6	22 - AAJFE1	23 - 5JJ527	24 - FC1B34
25 - 195F39	26 - J7FJ58	27 - 74972E	28 - 75FDBA
29 - 434499	30 - C7683E	31 - C7CA9B	



Thank You!

*If you have any questions or concerns please contact LSC.
800-304-2273 option 4 for Prepaid
Prepaid@lsc.net*