



County Wexford
Chamber
Advancing business together

**COUNTY
WEXFORD**
SHOP LOCAL GIFT CARD



County Wexford
Chamber
Advancing business together

**Corporate
Purchase
User Guide
Step-by-Step**

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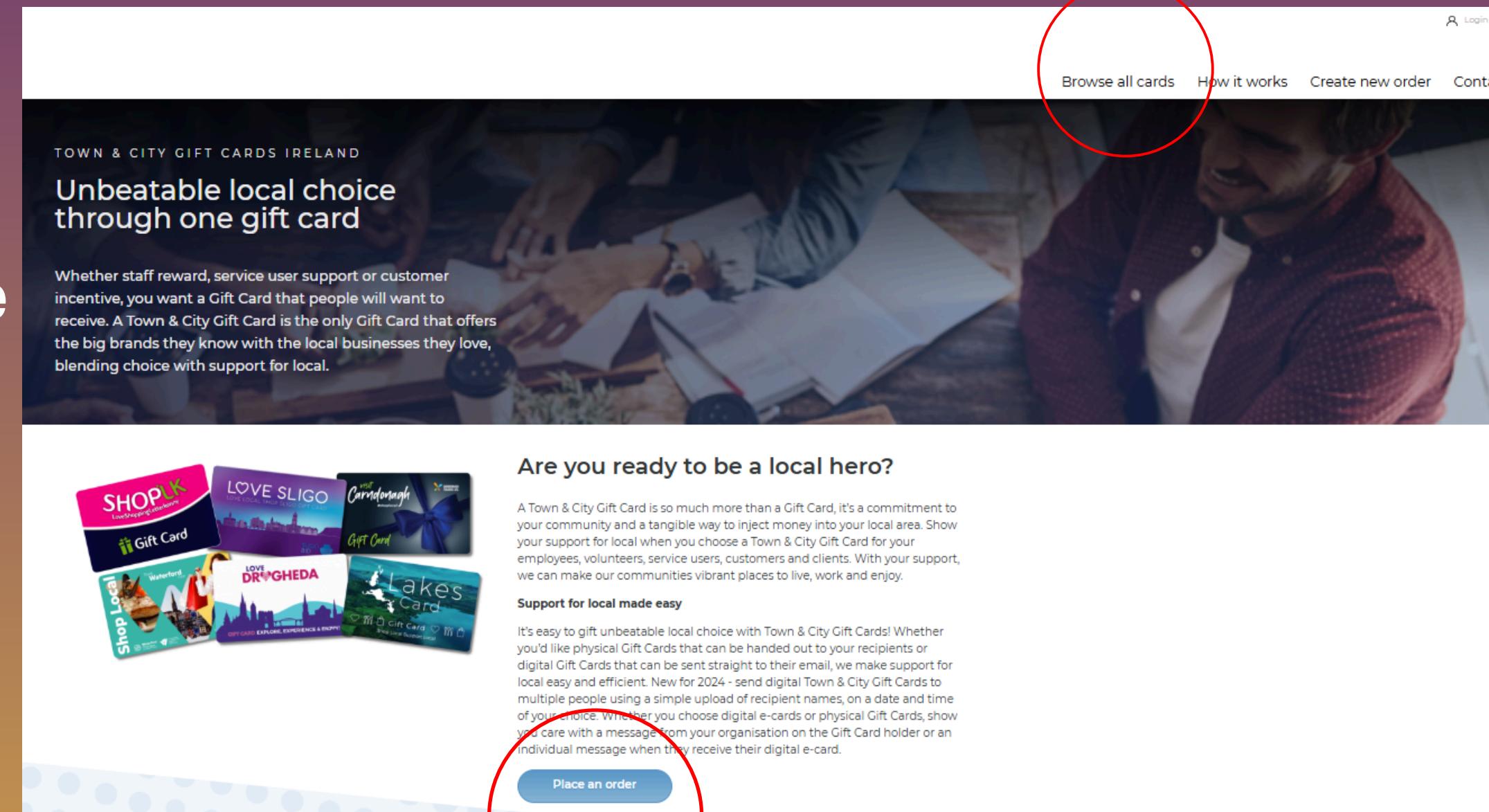
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Ordering Digital Gift Cards Step-by-Step Process

County Wexford Shop Local Gift Card Logging in

Log onto:
www.corporate.townandcitygiftcards.ie

Click 'Browse All Cards' or 'Place an order'



County Wexford Shop Local Gift Card

Logging in (Contd...)

Select the County Wexford Shop Local Gift Card from the list.

Browse all cards

Have a town or city in mind? See if it's available.

[List view](#)  [Map view](#) 

[All cards](#) [Physical cards](#) [e-cards](#)

Search for a card

Filter by region

Connaught

Leinster

Munster

Ulster

Connaught



Lakes Gift Card



Sligo Gift Card

Leinster



County Wexford Shop Local Gift Card



Drogheda Gift Card



Kilkenny Gift Card

Munster

County Wexford Shop Local Gift Card

Logging in (Contd...)

Choose from Physical
or E-Card.

Note, you cannot
purchase Physical &
E-Cards in the same
transaction.

1 Select your cards 2 Billing details 3 Delivery 4 Payment 5 Summary

Select your cards



Town & City Gift Card

County Wexford Shop Local Gift Card

Value Quantity

Select 1

Select a card type

Physical card 

e-card 

Your order

Your cart is currently empty
Select a card to begin your order

County Wexford Shop Local Gift Card

Physical Gift Card orders



County Wexford Shop Local Gift Card

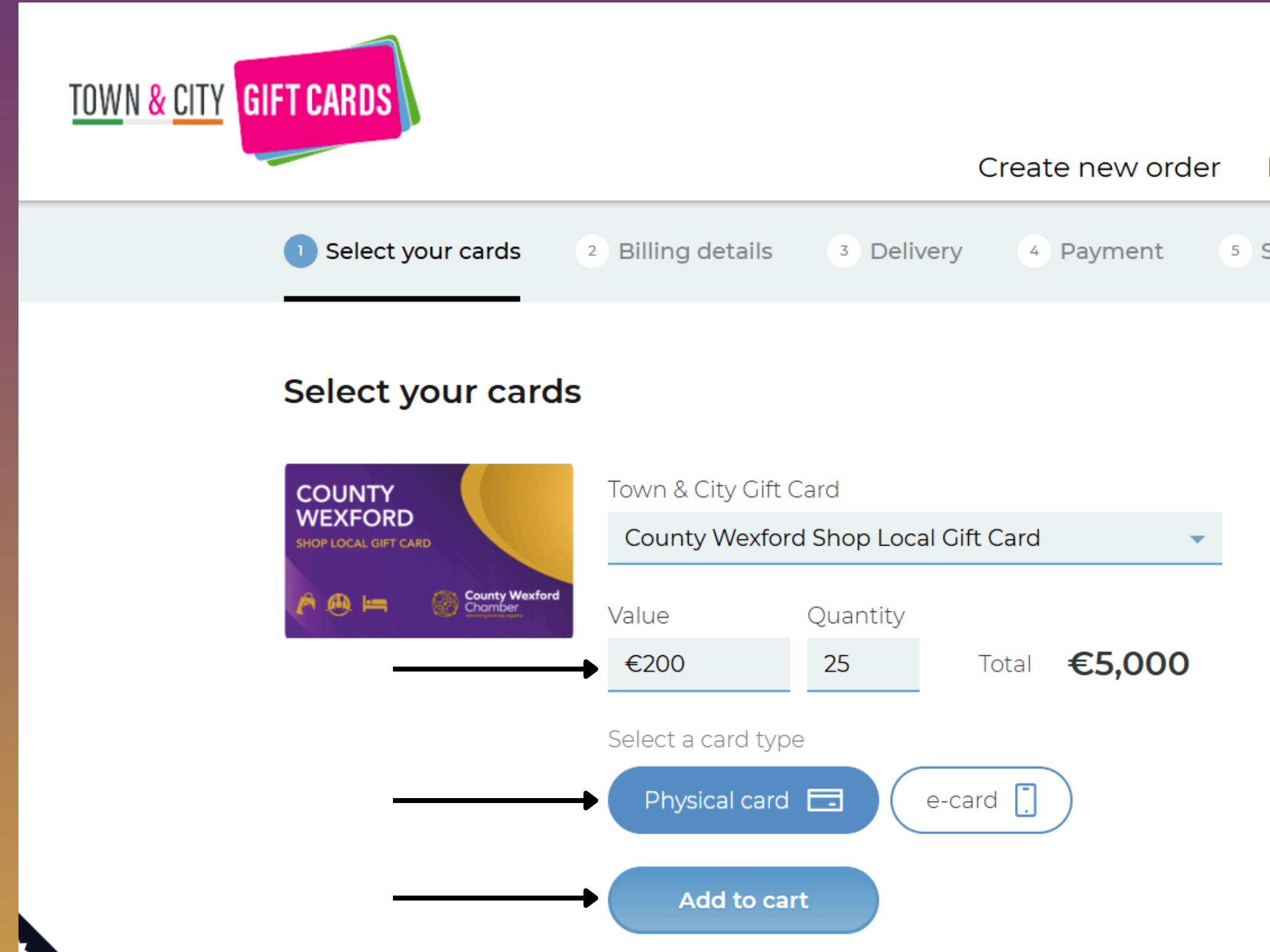
Step 1:

Select 'Physical card'

Select the Gift Card Value

Select the Quantity

Click 'Add to Cart'



County Wexford Shop Local Gift Card

Step 2:

Repeat the process
to add cards of
other values

Or

Click 'Continue'

Select your cards



Town & City Gift Card

County Wexford Shop Local Gift Card

Value	Quantity
Select	1

Select a card type

Physical card 

e-card 

⚠ Just so you know, physical cards and e-cards can only be purchased separately. If you plan to order the other card type as well, you will have to complete your current order first.

[Learn how physical card delivery works.](#)

Your order

Item	Qty	Total
 County Wexford Shop Local Gift Card	25	€5,000.00
 Physical card		
€200		
County Wexford Shop Local Gift Card	25	€5,000.00
 Remove		
DPD	1	€9.50
Order total:		€5,009.50

Continue 

County Wexford Shop Local Gift Card

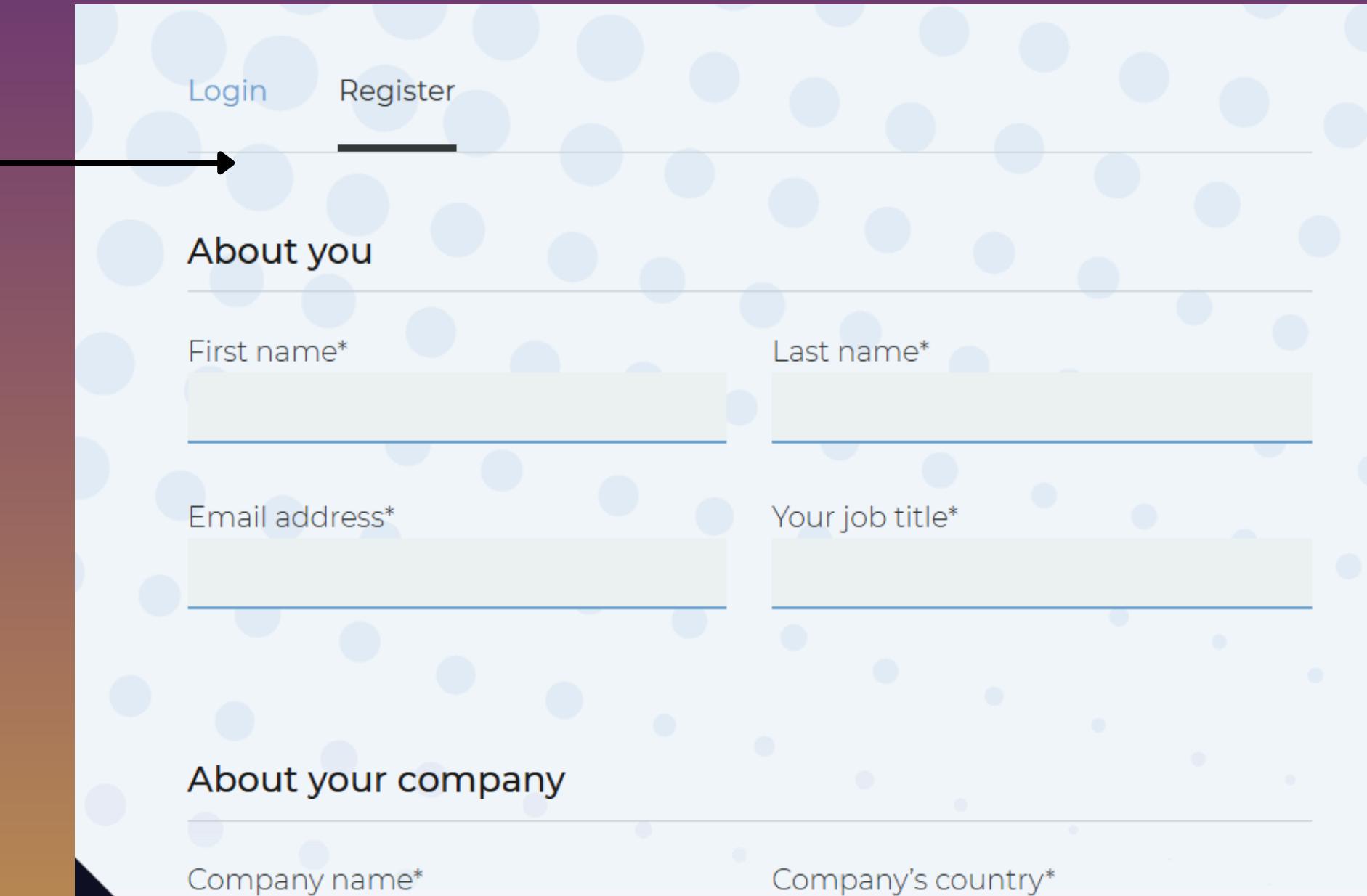
Step 3:

'Login' or 'Register'

For first time users, please
click 'Register'

Subsequently you can
click 'Login'

Then click 'Continue'



The image shows a registration form interface. At the top, there are two buttons: 'Login' in blue and 'Register' in dark grey. A black arrow points from the text 'Step 3: "Login" or "Register"' to the 'Register' button. Below the buttons, the text 'About you' is displayed. The form contains several input fields with placeholder text and asterisks indicating required fields: 'First name*' (placeholder: 'John'), 'Last name*' (placeholder: 'Doe'), 'Email address*' (placeholder: 'john.doe@example.com'), and 'Your job title*' (placeholder: 'Manager'). At the bottom, the text 'About your company' is shown, followed by 'Company name*' (placeholder: 'Acme Corp') and 'Company's country*' (placeholder: 'Ireland'). The background of the form features a pattern of light blue and white circles.

County Wexford Shop Local Gift Card

Step 4:

Complete all details and click 'Register'.

Complete all billing details that follow and click continue.

Billing details

As part of our security process, we require that you create an account with us, please provide your details

[Login](#) [Register](#)

About you

First name*	Last name*
<input type="text"/>	<input type="text"/>
Email address*	Your job title*
<input type="text"/>	<input type="text"/>

About your company

Company name*	Company's country*
<input type="text"/>	<input type="button" value="Select country"/>

I agree to the [terms & conditions](#) of sale*

I want to receive news & information on how I can support local business.

County Wexford Shop Local Gift Card

Step 5:

Billing Details:
If your order is over €2,000 you will need to complete this section 'About the Buyer' (it will only appear on the first order of over €2,000)

Once complete, click 'Continue'

Billing details

For business orders exceeding €2000, we require your birth date and ID details to comply with legal and security regulations. This helps us ensure the safety and legitimacy of large transactions, protecting both our customers and our business.

Thank you for your understanding and cooperation.

[How we use individual data on corporate orders](#)

About the buyer

Date of Birth *

ID Type *

ID Number *

Country of Issuance *

Your order

Item	Qty	Total		
 Physical card	€200	County Wexford Shop Local Gift Card	25	€5,000.00
DPD	1	€9.50		
Order total:				€5,009.50

[Back](#) [Continue](#)

County Wexford Shop Local Gift Card

Step 6:

Delivery Details:

You can choose the address you would like the cards delivered to, this could be your office address or the Chamber office if you'd prefer.

Then click 'Continue'

You selected:

 **Physical Gift Cards**
We will get those delivered directly to you so you can distribute them directly to your recipients.

Your order		
Item	Qty	Total
 €200 County Wexford Shop Local Gift Card	25	€5,000.00
DPD	1	€9.50
Order total:		€5,009.50

[Back](#) [Continue](#)

Delivery details

Address Book
Add New Address

First name * Last name *
TESTING TEST

Phone *
053 9122226

County Wexford Shop Local Gift Card

Step 7:

Postage Options:

All Orders are now shipped by DPD, which will include tracking info for all orders

Add any note regarding your order, including a message you would like printed on the card holders. This message can be up to 250 characters and must be the same for each card.

Select a shipping option

You will receive tracking information once your order has been shipped

DPD **€9.50**

 For the latest shipping news please visit <https://corporate.townandcitygiftcards.com/latest-shipping-delays/>

Any special instructions regarding your order?

You can add special requirements or instructions for our customer service team here or leave it blank.

County Wexford Shop Local Gift Card

Step 8:

Payment Options:

Select Invoice, then enter the details as you would like them to appear on the invoice.

Once completed, select 'Submit My Order'

Payment must be received prior to cards being issued.

Orders over €2,000 must be paid by invoice.

→

Invoice

As soon as your invoice is issued and paid in full, then we can send you out your cards.

⚠ REMINDER: Your cards won't be sent out until we've received your invoice payment.

Name for invoice *	CC email for invoice
TESTING TEST	
Country *	Address line 1 *
Ireland	Hill Street
Town / city *	County
Wexford	Select an option...
Postcode *	
Y35 A9K8	
Purchase Order / Reference	

Order total: **€5,009.50**

→ [Back](#) [Submit my order](#)

Item	Qty	Total
 Physical card	€200	
County Wexford Shop Local Gift Card	25	€5,000.00
DPD	1	€9.50
		€5,009.50

County Wexford Shop Local Gift Card

Step 9:

Order Confirmation:

Your order is complete
and your invoice will
be sent directly to you.

Please remember to
check your spam or
junk folder!

Order #8057

Thank you Today!

Your order is being processed and we'll send confirmation to you at simmi+1@countywexfordchamber.ie

Your order		
Item	Qty	Total
 Physical card	20	€500.00
 Physical card	1	€300.00
Shipping:	1	€3.00
Order total:		€803.00

Shipping address

Today Test
Happy Place Inc
Hill Street
Wexford
Wexford
Y35WR99

Payment by Invoice

Today Test
simmi+1@countywexfordchamber.ie

Invoice / billing address

Hill Street
Wexford
Wexford
Y35WR99

Customer details

Today Test
The Boss
Happy Place Inc

simmi+1@countywexfordchamber.ie

[Go to your account](#)

County Wexford Shop Local Gift Card



E-Card orders



County Wexford Shop Local Gift Card

Step 1:

Select 'e-card'

Select the Gift Card Value

Select the Quantity

Click 'Add to Cart'

Repeat the processes
from pages 9-11

1 Select your cards 2 Billing details 3 Delivery 4 Payment 5 Summary

Select your cards

Your order

Your cart is currently empty
Select a card to begin your order

 Town & City Gift Card
County Wexford Shop Local Gift Card

Value Quantity
€25 20 Total €500

Select a card type
Physical card e-card

Add to cart

County Wexford Shop Local Gift Card

Step 2:
The main difference between physical and e-cards relates to the delivery of the e-cards

E-Card Delivery

E-Cards have a different process for delivery, please take note of all details, and watch the video provided on the website.

Tick to confirm you understand and click 'Continue'

You selected:

 **e-cards**
We will ask you to upload your recipients' email addresses, so that we can send e-cards to them, after your payment is complete.
Once issued, your recipients can access their e-cards through the Love Local app, available on the Google Play Store and Apple App Store.

▶ [Watch how e-card delivery works. \(1min\)](#) 

I confirm I understand how e-card delivery works. *

Any special instructions regarding your order?

You can add special requirements or instructions for our customer service team here or leave it blank.

The payment process remains the same as physical cards (14-15)

County Wexford Shop Local Gift Card

Step 3:

Once your order has
been submitted

Click 'Add recipients &
schedule distribution'

Order #8061

Thank you Today!

Your order is being processed and we'll send confirmation to you at simmi+1@countywexfordchamber.ie

Item	Qty	Total
 e-card	20	€500.00
County Wexford Shop Local Gift Card	20	€500.00
Order total:		€519.80

Shipping address

N/A

Payment by Invoice

Today Test
simmi+1@countywexfordchamber.ie

Customer details

Today Test
The Boss
Happy Place Inc

Invoice / billing address

Hill Street
Wexford
Wexford
Y35WR99

Add recipients & schedule distribution

County Wexford Shop Local Gift Card

Step 4:

You can complete this step at any time.

REMINDER

Your e-cards will not be sent until 'Status' changes to 'Invoice Paid'

Click 'Add recipients & schedule distribution'

[< Back to dashboard](#)

Order details

07 Nov 2024 | Order #8061

Status: **Invoice payment pending** ←

Product	Type	Value	Qty	Total
 County Wexford Shop Local Gift Card	e-card	25	20	€500
Shipping Cost				€0
Order total:				€519.80

Add recipients & schedule distribution ←

County Wexford Shop Local Gift Card

Step 5:
See 'How to use our template' for instructions and then download the .CSV template, fill in the names of those receiving the cards. Then click 'Add recipients'.

REMINDER

You will not be able to schedule your delivery date until the order payment has been received.

[< Back to order detail](#)

Add recipients & schedule distribution

Let us know who you're sending your Gift Cards to, and when to send them.

1. Use our template

[Download .CSV template](#)  [How to use our template](#) 

You can come back to this page anytime when you're ready to add your recipients' data.

2. Upload your recipients' details

Product	Type	Value	Qty	Recipients	Actions
 County Wexford Shop Local Gift Card	e-card	€25	20	0	Add recipients 

3. Select when to send your gifts

This section will be accessible once we have completed all necessary checks, confirmed your payment, and you have submitted the recipient details. We will notify you via email once we've finished the required steps on our side.

[Send cards now \(unavailable\)](#)
Please note it may take a few minutes for the e-cards to arrive with your recipients.

[Schedule delivery \(unavailable\)](#)
Schedule cards to be sent out at a specific date up to 6 months in advance.

[Send/Schedule](#)

County Wexford Shop Local Gift Card

Step 6:

Either upload your .CSV file or, if you prefer, you can manually enter the details and click 'Add' after each one.

Then click 'Save'

Alternatively, click 'Upload recipient information later'

[< Back to send cards](#)

Add recipients

Product	Value	Qty
 County Wexford Shop Local Gift Card	25	20

[Upload a CSV file](#) or enter manually below

Enter recipients names and email addresses. Press enter to submit.

Name	Email address	Add a gift message? (0/250)
		Add

Name Email Message

[Clear all](#) Entries: 0 / 20

[Save](#)

[Upload recipient information later](#)

County Wexford Shop Local Gift Card

Step 7:

You will be brought back to this page and once you have received a notification that your payment has been processed, you will be able to schedule your delivery.

Your recipients will be sent an email with instructions on how to download the 'Love Local' app and access their e-card as part of the delivery.

If you have chosen to pay by Stripe, you will be able to schedule your delivery immediately.

[< Back to order detail](#)

Add recipients & schedule distribution

Let us know who you're sending your Gift Cards to, and when to send them.

1. Use our template

[Download .CSV template](#)  [How to use our template](#) 

You can come back to this page anytime when you're ready to add your recipients' data.

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Product	Type	Value	Qty	Recipients	Actions
 County Wexford Shop Local Gift Card	e-card	€25	20	0	Add recipients

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[Send/Schedule](#)

By choosing County Wexford Shop Local Gift Cards for your team, you're not just giving a gift, you're investing in the businesses that make County Wexford thrive.

Let's keep our local economy strong, together.