

## USING E-TRANSFERS AS A METHOD OF PAYMENT

### Secure, convenient, immediate

E-transfers let you pay invoices via your online or mobile banking. The transaction is trackable and the instant confirmation lets you know that your invoice is paid and your account is in good standing.

### Here's how

- We use **auto-deposit**. Be sure that your bank allows e-transfers without a security question and answer.
- Log in to your online banking and find the Interac E-Transfer option.
- Set up Danica as a contact or a payee using the email address [interac@danicabrands.com](mailto:interac@danicabrands.com)

The 'Add contact' screen prompts the user to enter contact information. It includes a text field for 'First name and last name' with 'Danica' entered, and another for 'Email address' with 'interac@danicabrands.com'. Below these is a section for 'Contact's preferred language' with radio buttons for 'English' (selected) and 'French'. At the bottom are 'Add Contact' and 'Cancel' buttons. A navigation bar at the very bottom shows icons for 'Accounts', 'Transactions', 'Move Money', and 'More'.

### When making a payment

- Enter the amount (can be one invoice or a combined total of multiple invoices)
- Enter a Memo or Note including your **account number** and the **last 4 digits of the invoice number** you are paying (if multiple, use commas to separate)

The 'Email money' screen prompts the user to enter details for an Interac e-Transfer transaction. It includes a dropdown for 'Add Contact' with 'Danica' selected, a text field for 'From', a text field for 'Amount' with a '\$' symbol, and a date field for 'Date (mmm-dd-yyyy)'. A note states: 'Your contact has Interac Autodeposit enabled. Your transfer will be deposited to their account automatically, and they won't need to answer a security question.' Below this is a text field for 'Personal message (optional)' containing 'Account ID: XXXXX' and 'Invoice: XXXX, XXXX, XXXX'. At the bottom are 'Review' and 'Cancel' buttons.

If your bank requires you to set up a security question and answer, e-transfers are not a suitable payment method for you.

### Need help?

We have good news for you! Customer Service is open 7 days a week.

**Monday through Friday for phone inquiries** and **Monday through Sunday for email inquiries**.

Please contact us at [info@danicabrands.com](mailto:info@danicabrands.com) or [+1 888 632 6422](tel:+18886326422).