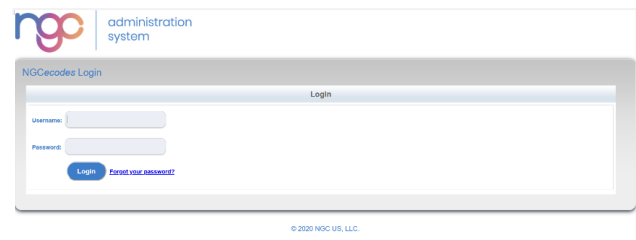# eCodes
Bulk Purchasing

eGift Cards

NGC's eCode Management System

NGC is pleased to offer you its eCode Management System (EMS),
designed to make your eCode order delivery process easier and more convenient.
With our EMS you can check your order status, download your available eCode
order files at any time, keep track of your eCode order file downloads, run eCode order
reports and more.

How does it work?

- Place your eCode order through NGCdirect.
- You will receive an email (from ngcecodes@ngc-group.com)
  with a link to activate your EMS account.
- Upon receipt of your activation email, you will need to call
  our customer service team at (815) 477-4288, in order to
  access your PIN number to activate your account.
- Please note – orders cannot be processed until your
  account has been activated.
- You will receive email notifications with your eCode order
  statuses: Posted, Pending and Ready. Once payment is
  processed (24-72 hours from placing your order), you will
  receive an email notifying you that your order is "Ready" for
  download.
- Go to the secure portal: https://customer.ngcecodes.com
  and login with your EMS username and password.
- Go to the order you are looking for and download the file.
  You can search by eCode order number, NGCdirect order
  number, PO number and more.
- For your own protection, save your eCode order file as a
  password protected file.

eCode File Format

When you receive your eCode file, here is the key for understanding the columns:

Denomination: The amount of the eGift Card's value

Retailer: The Merchant Name

URLs: This field contains a unique url with the eCode embedded in the url. This is the piece you need to send to your end recipient. TIP: The urls are often linked within a button that appears in the members email reading, "Redeem" or "Get eGift Card." URLs are important because the url will open up the pre-approved merchant eGift Card template along with the actual eCode embedded in it. All eCodes, when purchased, by default, come in the form of URLs. If you require "raw codes", your company and program must be approved on a case-by-case basis with each brand you plan to buy. Not all brands can or will supply raw codes. If a merchant can supply the raw code, you must be prepared to share the eCode template you create for your program for approval by the merchant and be willing to make changes per the merchant if your template is not approved.

PIN

If you are using raw codes (and you are approved to do so), you will be required to also send the end user the PIN associated with that raw code. If a PIN number is included for the eCode, please ensure the end recipient receives this number as well.

Secret Code:

If you are using the eCode url instead of the raw (this is the merchant pre-approved and most secure method of eCode delivery), some Merchants require an additional Challenge Key or Secret Code to be entered when the end recipient clicks on the url link to get access to the eCode. If that is the case, you will see data in this column. This is also information that you will need to supply to your end recipient, too. It can appear under the button in your email.

SKU:

This is the NGC product SKU. It is internal information for your order and does NOT need to be shared with your end user.

NGC PO Number:

This is the PO number for this eCode order.

EXAMPLE OF NGC'S PRE-APPROVED ECODE AFTER CLICKING ON THE URL:

EXAMPLE OF AN EMAIL TO DELIVER THE ECODE URL:

Dear (Recipient Name),

This is a custom area where you can add a message that describes to the recipient why they are receiving this gift card.

Here's your $50 Amazon eGift card!

Claim your gift card

If the button above is not clickable, please copy and paste the following URL into the address field of your web browser:

https://www.sdfjsdlfkjsldfskdfsldfjsldfjsdlf

Enjoy your gift card!

To help ensure a smooth experience, please read the terms and conditions on your eGift card.

Sincerely,
Name of Company
123.456.7890

Marketing message
This is an area where the customer can add an optional marketing message. A link can be added to a website of the customer's choice. This is an area where the customer can add an optional marketing message.

Contact   FAQ   Privacy Policy