

Getting Started with SendOutCards

"Your Fortune is in the Follow-up!"

Congratulations on your decision to grow your business by keeping in contact and keeping in mind! Over the course of the next several months you will be receiving simple, step-by-step instructions, examples and ideas for growing your business utilizing SendOutCards. Here's to your success!



Let's Get Started

Print out this page to have as a handy reference. Start a file folder for these trainings.

Step One: Login to your account.

Step Two: Verify that your return address is correct.

Step Three: Send a card to someone you love.

Step Four: Print off, fill out and mail in your handwriting font & signature form.

Step One: Login to your account.

Go to www.SendOutCards.com. Enter your username and password. (Store this information someplace safe as you will need it to login.) If you forget your username and/or password you will be able to have the system email this information to you. Make one attempt and then the reminder screen will pop up.

Step Two: Verify your return address is correct.

Sign into your account and on the right side of the screen, verify that your personal information is correct. To make any changes click on "Edit Personal Information". You can change any of your contact information here. Scroll down and make sure that the first box is checked. This will enable you to receive email reminders when it is the Birthday or Anniversary of someone in your Contact Manager. Be sure to scroll down and click "save"

Step Three: Send a card to someone you love: The number one best way to get started is to begin sending cards.

1. Sign into your account
2. Click on "Card Catalog"
3. Select and compose a card to send to someone you love
4. Fill in the recipient information
5. Scroll down, click "preview card" and "send"
6. Your card is on its way!

Step Four: Uploading Your Handwriting Font and Signatures

If you enrolled at the Wholesale or Entrepreneur level, you received the personal handwriting and signature feature with your package. You now need to print off, fill out and mail in your handwriting font and signature form to the home office. Once they receive your form they will upload your personal font and signature to your SOC site. Having your own printing and signatures on your cards really adds the personal touch.



This form MUST be printed in color as the boxes need to have the **red outline**. Please read all the instructions on the form.

Keep in Contact - Keep in Mind
SendOutCards - Bring in Business
Have fun sending out cards!

Be sure to let your sponsor / coach know if you have any questions or if you would like to brainstorm ideas.