



Dayforce Wallet

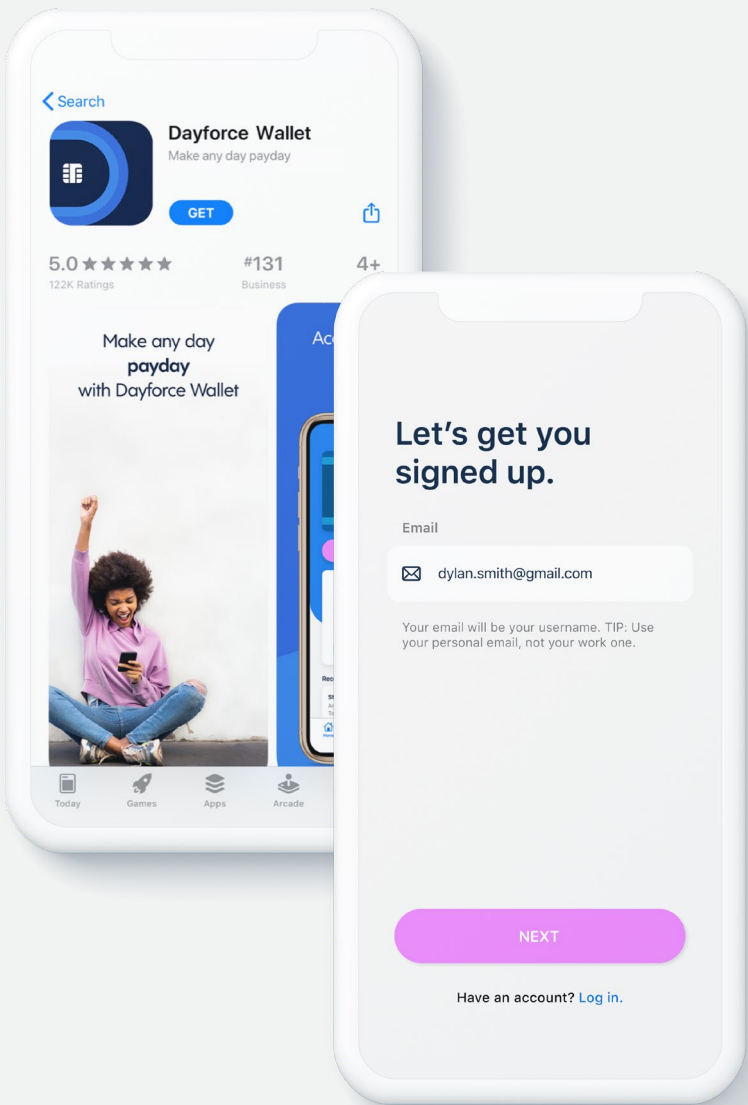
Getting started guide

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Creating an account

1. Download the **Dayforce Wallet** app* from either the App Store or Google Play.

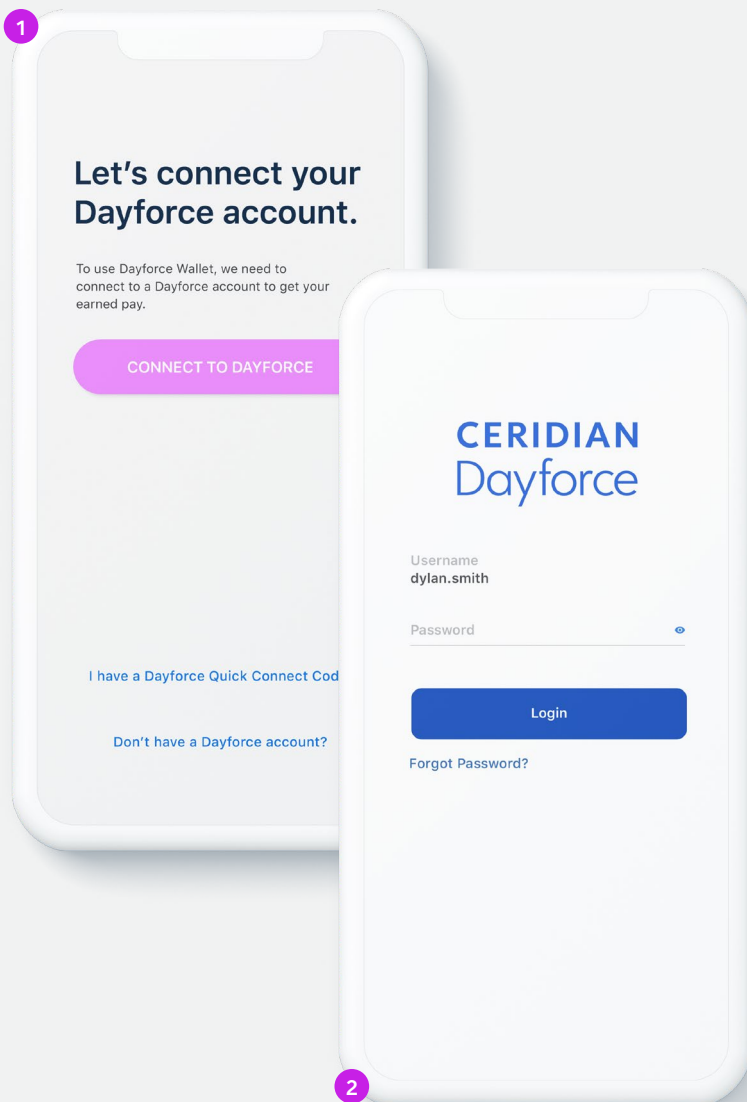


2. Open the app, select **sign up**.
3. Enter and verify your email address by entering the code emailed to you.
4. Enter and verify your mobile number by entering the code texted to you.
5. Select your preferred security questions.
6. Review and accept the terms and policies for using Dayforce Wallet.

Note: Must be 18 years old. Successful identity verification required.

* Standard message and data rates from your wireless service provider may apply.

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Connecting to Dayforce

Dayforce Mobile app login

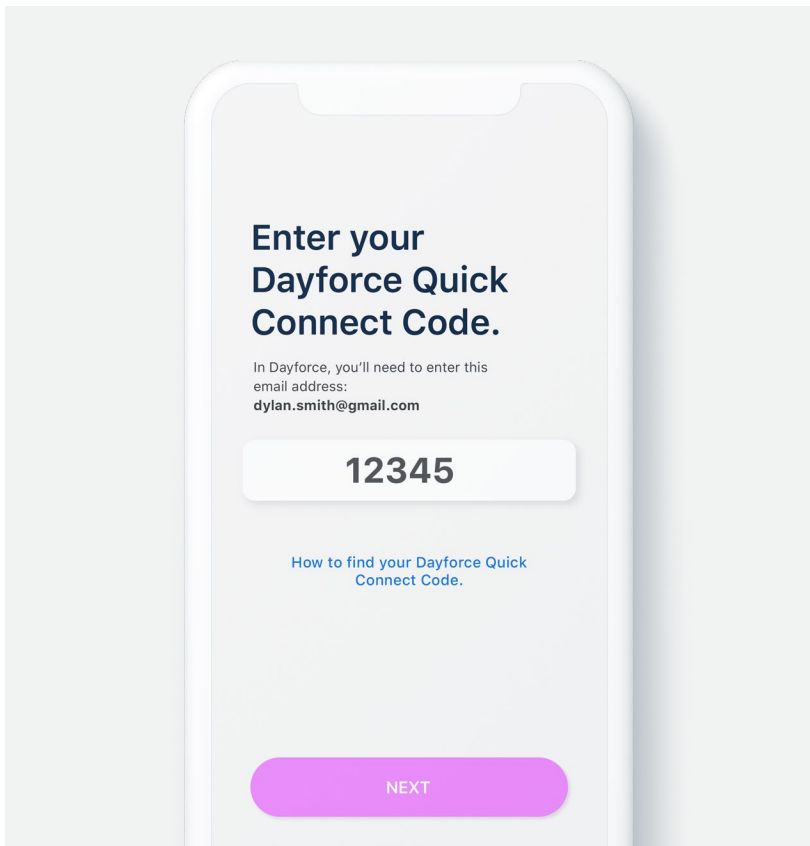
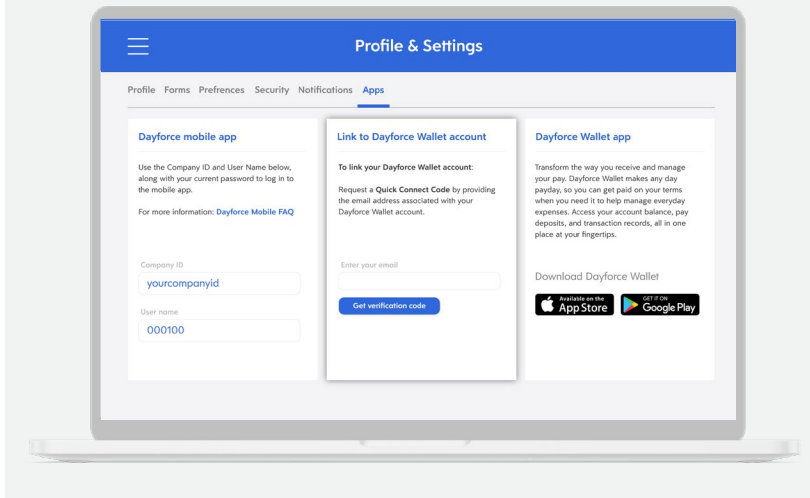
i You will need to have the **Dayforce Mobile app** on your phone and your Dayforce account registered for this method.

1. From the Dayforce Wallet app, select **Connect to your Dayforce Account**, then select **Connect to Dayforce**.
2. You will now be redirected to the Dayforce Mobile app.
3. Log into your Dayforce Mobile account.
4. Your Dayforce Wallet account should now be connected to Dayforce.

More ways to connect:

Dayforce Quick Connect Code

Dayforce Company ID



Connecting to Dayforce

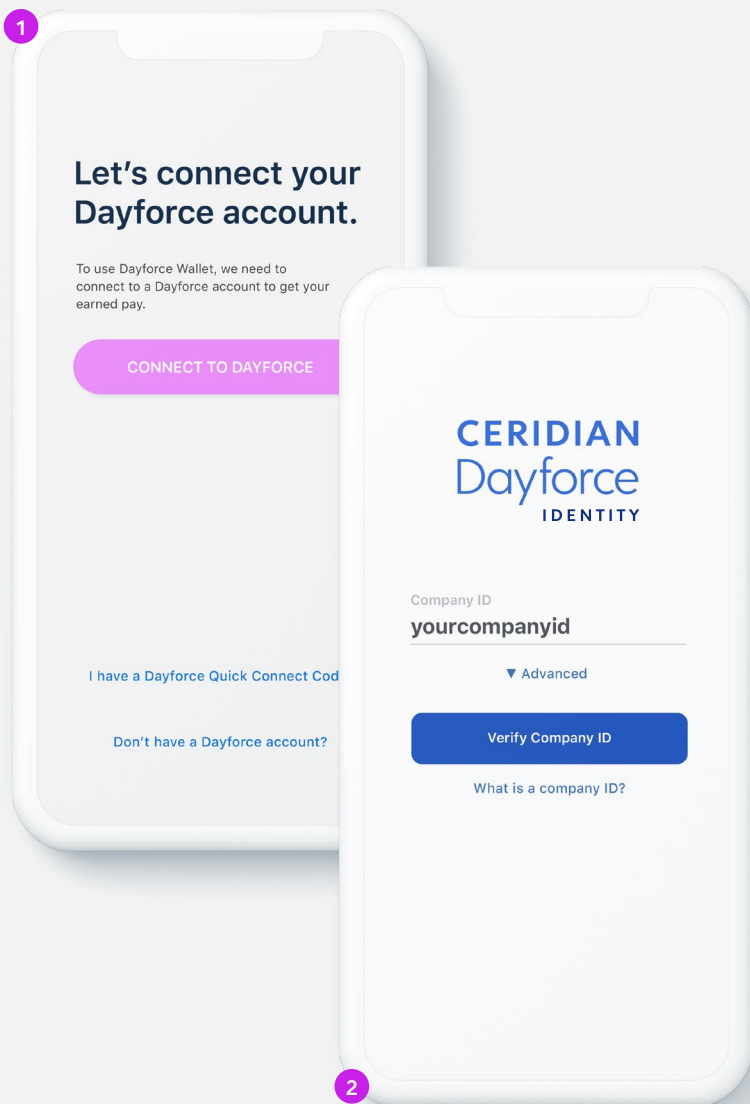
Dayforce Quick Connect Code

1. Log into Dayforce Web on your computer.
2. Select the Profile icon and select **Profile and Settings**.
3. Select **Apps**, then go to the **Link to Dayforce Wallet Account** section.
4. Enter your email and select **Get Verification Code**.
5. Open the Dayforce Wallet app and select **Connect to Your Dayforce Account**, then select **I have a Dayforce Quick Connect Code**.
6. Enter the code provided.
7. Your Dayforce Wallet account should now be connected to Dayforce.

More ways to connect:

Dayforce Company ID

Dayforce Mobile app login



Connecting to Dayforce Dayforce Company ID

1. From the Dayforce Wallet app, select **Connect to your Dayforce Account**, then select **Connect to Dayforce**.
2. You will now be redirected to a Dayforce Identity login screen.
3. Enter your Company ID and select **Verify Company ID**.
4. Log into your Dayforce account.
5. Your Dayforce Wallet account should now be connected to Dayforce.

You can find your Company ID in Dayforce within **Profile, Settings, Apps**.

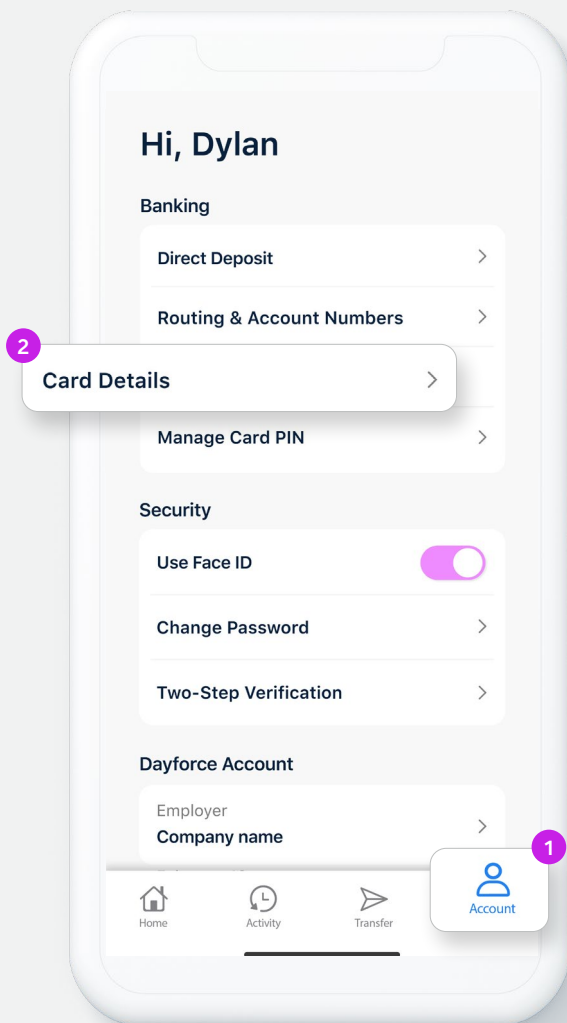
Your employer may also provide your **Company ID** here:

Note: The Company ID is for internal client use only and should never be shared outside of your company.

More ways to connect:

Dayforce Mobile app login

Dayforce Quick Connect Code



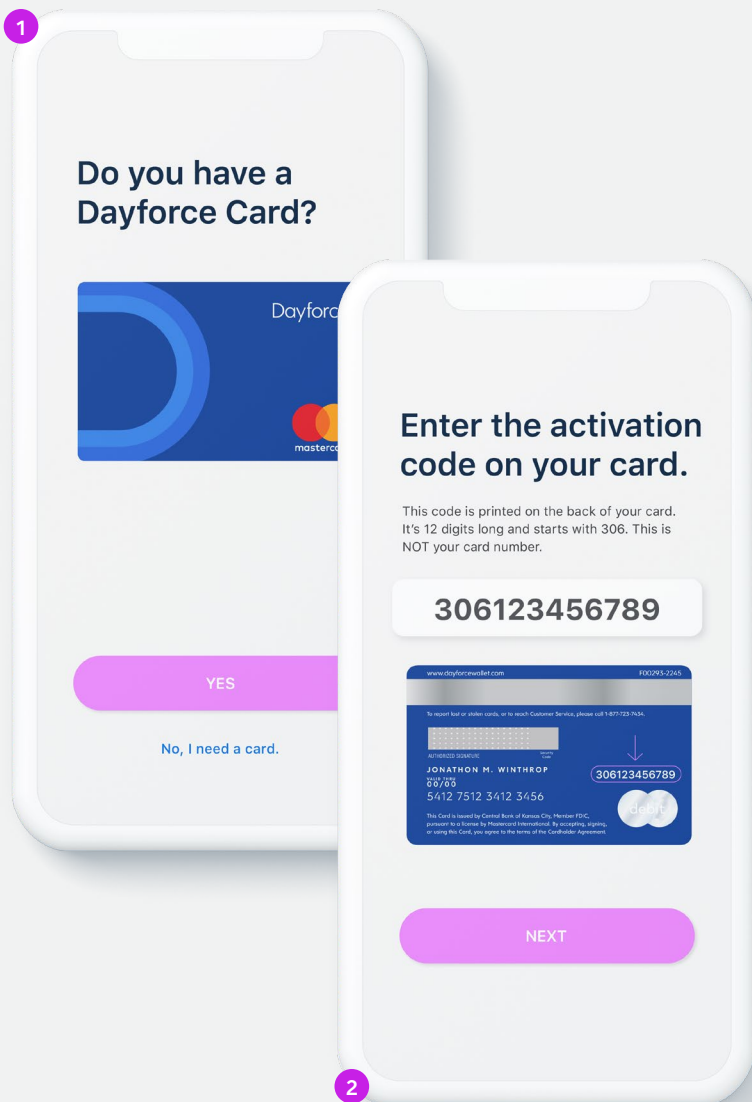
Activating your card

Use your card right away

You can start using your Dayforce Prepaid Mastercard® before your physical card arrives and as soon as funds have been added.[†]

You can find your Card Details in the Account section of the mobile app to add your card to your mobile wallet or make a payment online.

[†] Card account details are not available in the mobile app for employees based in New York or registered users with an instant issue card.



Activating your card

Link a card

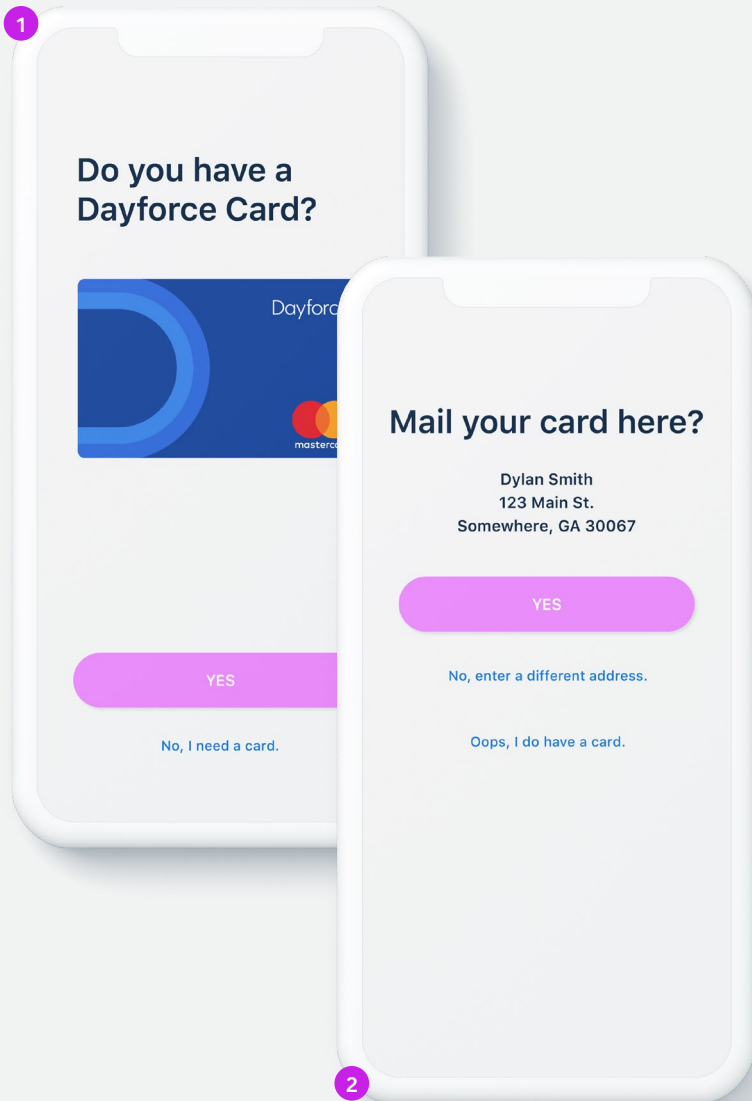
If your employer has given you a Dayforce Prepaid Mastercard®, you will need to link it to your Dayforce Wallet account and activate it.

1. When asked **Do you have a Dayforce Card?** Select **Yes**.
2. Enter the 12-digit activation code on the back of the card. The activation code is *different* from the card number and starts with 306.
3. Call Customer Support to activate and set your PIN.

To activate your card, or set your Personal Identification Number (PIN), please call:

1-877-723-7434

Note: if your Dayforce Card was preloaded with funds, your card is already active.



Activating your card

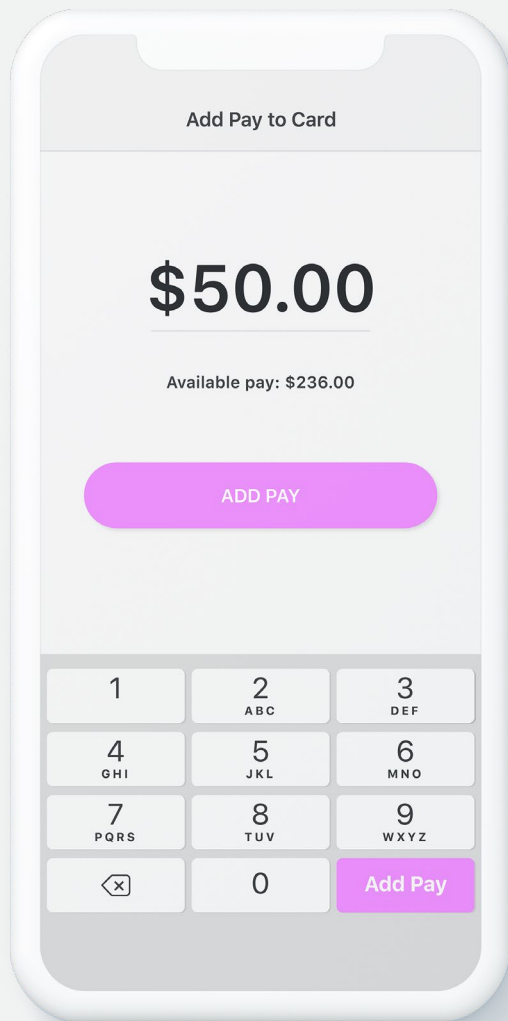
Request a card

If you don't already have a Dayforce Prepaid Mastercard®, you will need to request one.

1. When asked **Do you have a Dayforce Card?** Select **No, I need a card.**
2. Confirm your mailing address.
3. Your card will be sent to you and typically arrives within 7-10 business days.

To activate your card and set your personal identification (PIN), follow the steps within the Dayforce Wallet mobile app or call:

1-877-723-7434

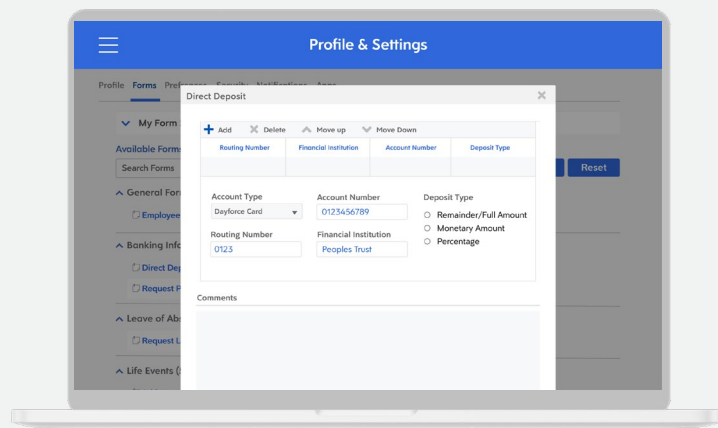


Adding funds

On-demand pay[‡]

1. Open the Dayforce Wallet app, select **Add Pay to Card**.
2. Enter the amount of available pay that you want to add to your card, then select **Add Pay**, and confirm the amount.
3. The amount is now added to the card and available to use.

[‡] Not all employers choose to offer on-demand pay with Dayforce Wallet. Check with your employer to see if this is available to you.



Adding funds

Direct deposit



You can add some or all of your regular paycheck to your Dayforce Prepaid Mastercard® each pay period and get paid up to two days early.[§]

There are two ways to set up direct deposit:

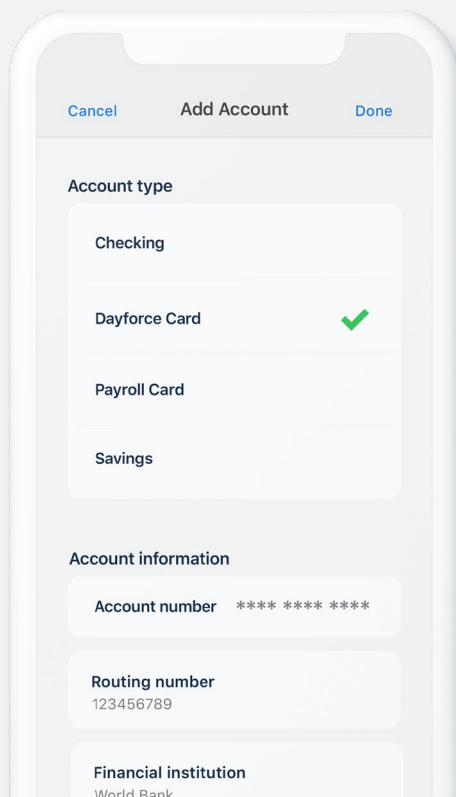
Dayforce Web

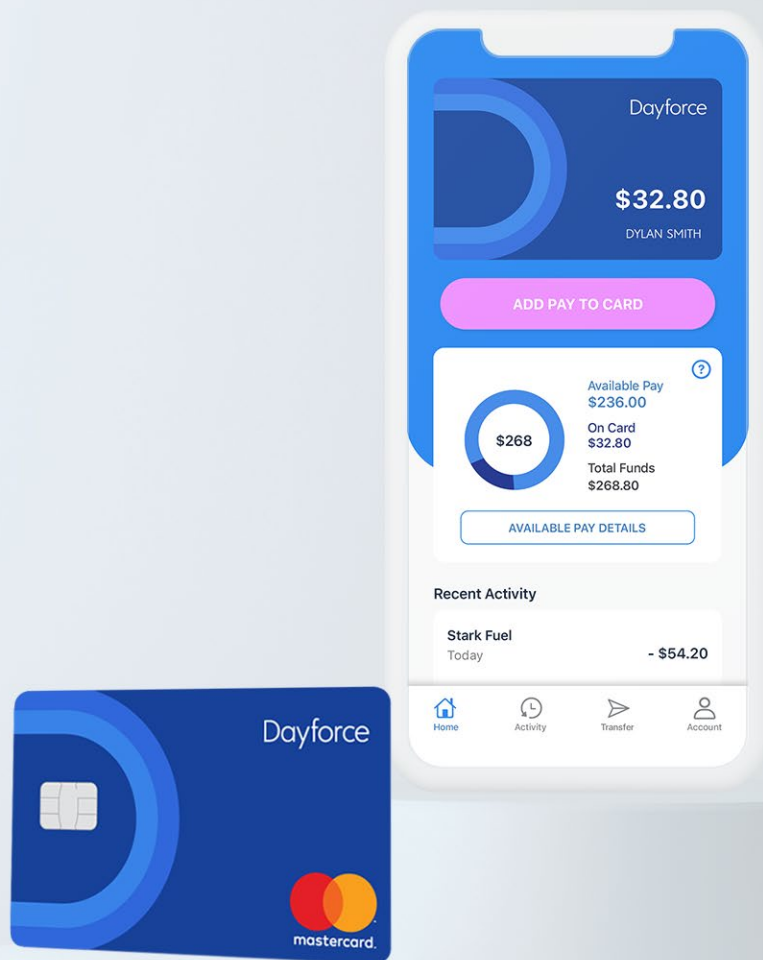
1. Select **Profile & Settings**.
2. Select **Forms**, then **Direct Deposit**.
3. Select **Add Account**.
4. Select your **Dayforce Card**.
5. Choose the amount of pay you want added to your Dayforce Card each pay period.

Dayforce Mobile app

1. Select **My Profile**.
2. Select **Edit**, then **Edit Direct Deposit**.
3. Select **Add Account**.
4. Select your **Dayforce Card**.
5. Choose the amount of pay you want added to your Dayforce Card each pay period.

[§] Many, but not all, employers, government benefits providers, and other originators send direct deposits early with an effective date of 1-4 days later. Beginning with your second direct deposit of at least \$5 from the same source, Central Bank of Kansas City (CBKC) will post the funds to your Dayforce Prepaid Mastercard when we receive it, rather than on the effective date. This may result in your having access to the funds sooner. The date CBKC receives your direct deposit, and the effective date are controlled by the originator.





Dayforce Wallet

You're all set

1-877-723-7434

www.dayforcewallet.com