Your Path to Great Savings!
Step by Step Guide to Creating Your Account
What we cover in this Step by Step

- HOW TO CREATE YOUR ACCOUNT VIA DESKTOP
  - DOWNLOADING THE MOBILE APP

- HOW TO CREATE YOUR ACCOUNT VIA THE MOBILE APP
  - NAVAGATING THE MOBILE APP

- NAVAGATING THE DESKTOP VERSION
  - Homepage Review
  - Finding Perks
  - Perk Page Review

- Share, Rate, Report, Favourite or Suggest-A-Perk
  - Redeeming Perks
  - Inviting a Family Member

- HOW TO CONTACT US FOR ASSISTANCE
CREATING YOUR ACCOUNT VIA DESKTOP

Step 1: Visit: mcmaster.venngo.com
  • Click on the “Sign Up” button to begin setting up your account

Step 2: Authenticate your Account
  • Fill in your corporate email address
Step 3: Go to your inbox and find this email
  • click on the “Activate my account” link and it will direct you to set up your profile

Step 4: Fill in your personal information
**Step 5: Set up your location**
- Delete any default addresses
- Add your home & work address

**You can add additional locations at any time**

**Note:** Google maps may default to your nearest location
Step 6: Sign up to receive our e-newsletters.
(You can unsubscribe at any time but it’s a great way to be reminded of the discounts available to you!)

Step 7: Read and agree to the terms and conditions by checking the box
Step 8: Download the mobile App

Get the Venngo App for iOS and Android
Don't leave home without your perks! Download the mobile app today!

Step 9: Congratulations – you’re ready to start saving!

Congratulations!
You have successfully activated your Workperks account. You are now ready to start saving. We hope you enjoy your perks.

Start saving
DOWNLOADING THE MOBILE APP

Step 1: (for iPhone users) visit the App Store
(for Android users) visit Google Play

Step 2: Search “Venngo” in the search bar
Step 3: Download the app (it looks like this).

Step 4: Once download & open:
   a) If you’re already registered, click “Sign In” and use your username and password to login.
   b) If you do not have an account registered, click “Sign Up” to register for your account.
Step 5: Registering for your account via the mobile App
A) Validating your account /email address via activation code

B) Setting Up your profile - username & password, locations, e-newsletter opt-in, agreeing to the T&C’s
C) Once complete, you’ll be directed to our mobile app platform where you can find and take advantage of great deals at your fingertips and on the go!

By clicking on ‘Start saving’ you will be directed to the homepage of the mobile app.
NAVAGATING THE MOBILE APP

Once logged in, you’ll be brought to the homepage of the mobile app (picture below). It’s similarity to the desktop version should make it just as easy to navigate.

Here you can search for perks by category, location, favourites and even by name or type of service provided.

Navigate to the Category section by clicking pressing on

Click the category header to be directed to the category page

By clicking on the image or logo you will be taken directly to the perk page of that merchant
Navigate to the Search section by clicking pressing on 🕵️‍♂️

- Here you can search by business name or by the service or product you’re looking for
- You can search by your different pre-loaded locations or via GPS
- You can also search perks by their redemption method
Our merchant Perk Pages outline a number of things as displayed below:

- Overview of the offer being provided
- Overview of the company itself
- Redemption methods
- Expiry date of the offer
- The ability to rate the perk (if you’ve used it)
- The terms and conditions of the offer
- The ability to add this perk to your favourites section
- The ability to share this perk with another user
Our merchants define which redemption methods are available for their perk. The redemption methods you will see are the following:

- In-Store
- Online
- Telephone
- Email

Redemption Methods

**Hertz**

Save up to 25%* on the base rental rate. Save 10% off weekly or weekend base rates.*

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**Hertz**

Save up to 25%* on the base rental rate. Save 10% off weekly or weekend base rates.*

Terms and Conditions

Save 10% off weekly or weekend base rates.* Use CDP ID # 1808795 and PCR 205913.

*Discount applies to pay later base rate. Base rate includes time and mileage charges only. Taxes, fees and options excluded. Minimum two (2) day rental required. Saturday night keep required. Promotion Code must be provided at time of reservation. Offer valid at participating Hertz locations in Canada, the U.S. and Puerto Rico. Twenty-four (24) hour advance reservation required. Valid on mid-size car classes and above except Dream car. Offer has no cash value, and may not be used with other discounts, promotions or social rates. Offer valid for vehicle pick up through 12/25/2021. Subject to availability, blackout periods and additional restrictions. Registered Trademark of Hertz System, Inc., Used Under License. ©2020 Hertz System, Inc.
NAVAGATING THE DESKTOP VERSION

Home button

Search bar

Categories
- Auto
- Electronics
- Entertainment
- Fashion
- Food & Drink
- Health
- Home & Living
- Travel

Click on any image to be directed to the perk page

Scroll Button
**Category Section**

- Narrowing down your search

**What to note / look for within the perk pages**

- Share, Rate, Report, Favourite or Suggest-A-Perk
- Redemption methods (in-store, online, telephone, email)
- Description of the offer, T&C’s & business
- Expiry date
- Similar perks / offers / businesses
Share, Rate, Report, Favourite or Suggest-A-Perk

- **Share** – let another user know about a perk you think they’d be interested in
- **Report** – if you have an issue using the perk or something you think we should know about this offer / the merchant – this is how you would do that
- **Favourite** – if you plan on using a perk in the future, make it your favourite by clicking on the heart (it will turn red when it’s on your favourite list). This will now be more easily located and appear in your profile under Favourites
- **Suggest A Perk** – directs you to our Suggest-A-Perk page that allows you to tell us which businesses you’d like to see on the platform.

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**Suggest-A-Perk Page**

Is there a place where you love to shop, eat or get pampered? Wish they would offer a great perk for you and your co-workers? Here is your chance to let us know about them. Provide us with some information below and let us talk to them about providing a perk.

- **Business Name**
- **Select a category**
- **Why do you love it**
- **Business Address**
- **Telephone**
- **Email**
- **Website**

![Submit button]
Redeeming Perks
Online, In-Store, Telephone, Email are the most common redemption methods you will see. (The redemption methods are determined by the merchant.)

Inviting Family members to the program
- within your Account settings – under “Invites”
CONTACT US

Need help? Have questions?
Contact our support team by phone or email
Mon-Fri 9:00am-5:00pm EST
support@venngo.com
1.866.383.6646