

EZIRAY SALARY PACKAGING

Activating your Salary Packaging Card



Activate your Salary Packaging Card in five easy steps

ONE	TWO	THREE	FOUR	FIVE
Visit the Eziway website and login with your username and password. Go to <i>My Card Information</i> , and select the Activate icon on the right side of the screen.	Enter your activation code (found at the top of the letter attached to your card) and click Get Onetime Passcode (OTP).	Click Send Code and input the unique 8-digit code that will be sent to your registered mobile number or email.	Read and agree to the terms and conditions by ticking the checkbox.	Click Activate - your Eziway Card card is now active and ready to use as soon as it has funds on it. You may also set a PIN by clicking Select PIN.

- You must activate your card online or via the App
- You can change your PIN via the Eziway Website Portal and/or the App
- Your card will be cancelled immediately upon termination of employment or Salary Packaging account, any remaining funds will be returned to Payroll to be taxed and returned to you
- Transactions over \$200 require a PIN. In these cases select the 'Credit' option
- You can pay for eligible bills with the card using the 'Pay by credit card' option
- Lost or stolen cards can be reported on the App
- Funds will accumulate until expensed
- Card funds should be expensed prior to the end of each FBT period (31 March) because legacy funds will be rolled over into the next FBT period and deducted from that year's annual cap
- You must insert your card the first time you make a purchase. Select 'Credit' and enter your PIN regardless of the transaction value

What you cannot do

The following restrictions apply to card use in accordance with ATO guidelines:

- Cash withdrawals cannot be made from the card
- Funds on the card cannot be transferred to other cards or bank accounts
- BPAY payments are not supported
- Recurring payments (Direct Debits) are not supported



App for Android and Apple
Download the **MyEziwayAccount** App.
From the homepage choose **'MyEziway Cards'**.



Disclaimers:

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