# Information

### Corporate Accounts

- <u>Corporate House Account Set Up Form</u> Email us and we will send you a form.
- <u>Set up a Corporate Discount Program</u> Email us and we will respond quickly.
- <u>Instructions</u> for how your employees will <u>activate</u> their discount number
  - o For a \$ Dollar discount amount SCROLL DOWN TO PAGE 2
  - o For a % Percentage discount amount SCROLL DOWN TO PAGE 3

## Gift Cards / Declining Balance Account

- Request a Gift Card For personal use, please allow 24-hour turnaround.
- Check Gift Card Balance <a href="https://ams-ui.volantecloud.com/centreatpurchase/login">https://ams-ui.volantecloud.com/centreatpurchase/login</a>
- Reload a Gift Card <a href="https://ams-ui.volantecloud.com/centreatpurchase/login">https://ams-ui.volantecloud.com/centreatpurchase/login</a>
- Instructions on how to use a Gift Card for Online Orders and at the Self-checkout terminal:
  - SCROLL DOWN TO NEXT PAGE 4

For Assistance: 203.559.4932 or support@cidining.com

## Employer Discount Instructions - (\$ Dollar \$ Discount Amount)

SIGN UP

LOAD

1. Click the link <a href="https://ams-ui.volantecloud.com/centreatpurchase/login">https://ams-ui.volantecloud.com/centreatpurchase/login</a> Login with your account ID and Password (provided in the email)



3. Now View Badge.

2.

Save this image for use at Self-Checkout.

**SAVE BADGE** 

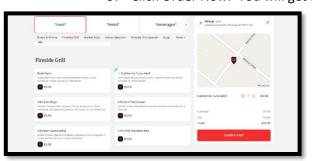
4. At this screen "Load Account" to add funds for use when the total exceeds your discount.

- ❖ If you are placing an online order which exceeds your employer discount these preloaded funds are necessary to complete your order.
- At the self-checkout you will get a message saying you have used up the employer balance and have insufficient funds... press YES and proceed using preloaded funds or credit cards.

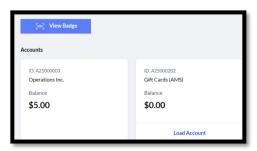
#### For Ordering Online: Go to www.centregrille.com then select Online Ordering

DO THIS THE **FIRST TIME YOU ORDER** ONLINE ...

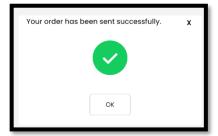
- 1. Begin placing your order by selecting the date and time of pick up.
- 2. Hit LOG IN at the top.
- 3. Hit REGISTER and make a new personalized password for Online Ordering.
- 4. Start your online order by adding items to your cart.
- 5. When done, View Basket, then Confirm Cart.
- 6. As a first-time user click "Wallet", then "Add Wallet".
- 7. Enter your ID (Badge #) and Password (provided in the email) (same password used above in AMS), then save.
- 8. If your order's total is more than your Wallet balance
  - Total of employer discount + preloaded dollars, select "Manage My Volante" then "Load Account" and follow the instructions.
  - ❖ It may take up to 2 minutes for funds to appear in your wallet.
- Click Order Now. You will get a confirmation window and an email receipt from Volante.













## Employer Discount Instructions - (% Discount Amount)

SIGN UP

- 1. Click the link <a href="https://ams-ui.volantecloud.com/centreatpurchase/login">https://ams-ui.volantecloud.com/centreatpurchase/login</a>
- 2. Click Sign Up
- 3. Enter Acct ID (employer card number provided to you) a Valid Email and Password.

SAVE BADGE

- 4. View Badge. Save this image for use at Self-Checkout
- 5. At this screen you can "reload" additional funds to pay the balance of your order.

**LOAD FUNDS** 

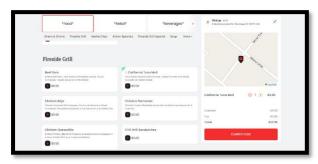
If you are placing an online order preloaded funds or credit card payment methods can be used to complete your order.

❖ At the self-checkout preloaded funds or credit cards can be used.

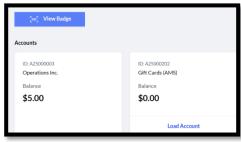
#### For Ordering online: Go to www.centregrille.com then select Online Ordering

DO THIS THE FIRST TIME YOU ORDER...

- 1. Begin placing your order by selecting the date and time of pick up.
- 2. Hit LOG IN at the top.
- 3. Register.
- 4. Start your online order by adding items to your cart.
- 5. When done, View Basket, then Confirm Cart.
- 6. As a first-time user click "Wallet", then "Add Wallet".
- 7. Enter your ID (Badge #) and Password (same password used in AMS), then save.
- 8. If you would like to load your Wallet with additional funds to pay the balance due, select "Manage My Volante" then "Load Account" and follow the instructions.
  - ❖ It may take up to 2 minutes for funds to appear in your wallet.
  - You do not NEED to perform this step if you prefer to pay balance of order (after your employer discount) with a credit card each time you order online.
- 9. Click Order Now. You will get a confirmation window and an email receipt from Volante.









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## How to Use Your Gift Card / Stored Value Card

#### **REGISTER YOUR CARD:**

- 1. Click the link https://ams-ui.volantecloud.com/centreatpurchase/login
- 2. Click Sign Up
- 3. Open an account with a valid email ID and Password.
- 4. Now click View Badge.
- 5. You will find your Employee ID and Badge Number.



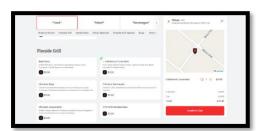
Save this image for use at Self-Checkout

#### **HOW TO USE WHEN PLACING AN ORDER ONLINE:**

6. Now open the Centre Grille website www.centregrille.com then Online Ordering



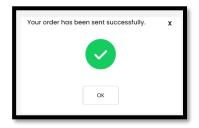
- 7. Begin placing your order by adding to your cart.
- 8. When done, View Basket, then Confirm Cart



9. Now as a new user click Add New Wallet



- 10. Enter your ID and Password (same password as AMS), then Save
- 11. If you order more than what is in your wallet you will need to pay the balance with a credit card
- 12. Click Order Now. You will get a confirmation window and an email receipt from Volante.





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