



Contents

- Introduction 1
- Download the Apps..... 2
- Acquiring a Dayforce Card 2
 - Lost or Stolen Cards 2
- Direct Deposit 2
- Dayforce Help..... 2
 - Exceptions 2
- Procedure Steps 3
 - Request a Dayforce Card..... 3
 - Create a Dayforce Wallet Account..... 3
 - Connect Dayforce Wallet to your Dayforce Account..... 4
 - Dayforce Mobile App Login..... 4
 - Dayforce Wallet with Company ID..... 4
 - Dayforce Web with Quick Connect Code..... 4
- Link your Dayforce Card..... 5
- Set up Direct Deposit 5
 - Dayforce Mobile..... 5
 - Dayforce Web 6
- Resources 6



Introduction



Dayforce Wallet and the Dayforce Prepaid Mastercard® provide real-time access to your pay when you don't have a traditional bank account. Your BGSF pay can be loaded directly onto your Dayforce Card when used in conjunction with the Dayforce Wallet app.

Benefits of using the Dayforce Card include:

- No bank account required
- Direct Deposit with same-day access
- Instantly access your pay as soon as Payroll has processed
- Works like any other debit Mastercard; use it for purchases or bills
- Use your Dayforce Prepaid Mastercard from your phone anywhere Apple/Google/Samsung Wallet are accepted
- No fees

Download the Apps

Use the links below to download the Dayforce Mobile and Dayforce Wallet apps to your mobile device

Apps	Links	
	Dayforce Mobile	iOS Android
	Dayforce Wallet	iOS Android

Acquiring a Dayforce Card

You can request an instant-issue Dayforce Card via the website or Dayforce Wallet app. When you receive your card, you must activate and link it to your Dayforce account as your preferred Direct Deposit method. Once you have connected your Dayforce Wallet and Dayforce accounts, you can begin using your card, even if you haven't received the physical card. Your card details can be found in the Account section of the mobile app and can be added to your mobile wallet.

Lost or Stolen Cards

If your card is lost or stolen, you must request a new card through the Dayforce Wallet app. While waiting for your new card to arrive, you can access your funds via mobile Wallet (Apple Pay, Google Pay, Samsung Pay) or change your payment method to paper check. [Customer Support](#) is available by phone if you need assistance.

Direct Deposit

Setting up Direct Deposit once you have activated your Dayforce Wallet Pay Card ensures that your BGSF pay is available on your card as soon as Payroll has been processed. You must create a Dayforce Wallet account *and* activate your card before you can add Direct Deposit.

Dayforce Help

Dayforce offers support for your Dayforce Wallet and card by web or phone, as shown below.

Phone: 877-723-7434

Web: www.dayforcewallet.com

Exceptions

Employees *who do not have access to a phone or computer* to request a Dayforce Card, may contact their Staffing Coordinator/Recruiter for assistance. If you have mobile/computer access, you *must* follow the procedures outlined below.



Procedure Steps

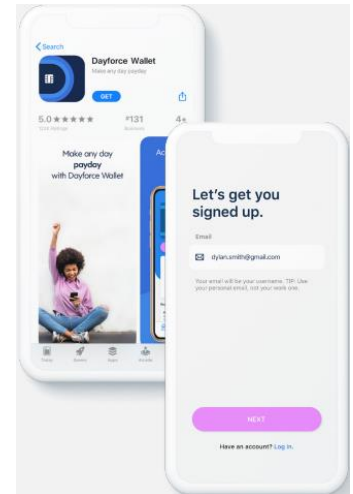
Request a Dayforce Card

Step	Action
1	Open Dayforce Wallet and enter the 12-digit Activation Code on the back of the card. NOTE: The activation code is different from the card number and starts with 306.
2	Tap No, I need a card when asked <i>Do you have a Dayforce Card?</i>
3	Confirm your mailing address. Your card will arrive in 7 – 10 business days.
4	Link your new card.

[Return to Top](#)

Create a Dayforce Wallet Account

Step	Action
1	Download the Dayforce Wallet app from the Apple App Store or Google Play .
2	Enter your Email address and tap Next .
3	Verify your Email account and Mobile number.
4	Answer the Security questions. You have created a Dayforce Wallet account.
5	Connect your Dayforce Wallet account to your Dayforce account .



[Return to Top](#)

Connect Dayforce Wallet to your Dayforce Account

Step	Action
<p>Determine how you want to access Dayforce and click the link to jump to the steps:</p> <p>Dayforce Mobile App Login</p> <p>Dayforce Wallet with Company ID</p> <p>Dayforce Web with Quick Connect Code</p>	
<p><i>Dayforce Mobile App Login (steps 1 – 3):</i></p>	
1	Open the Dayforce Wallet app.
2	Select Connect to your Dayforce Account . You will be redirected to the Dayforce Mobile app.
3	Log into your Dayforce Account . Your accounts are connected, and you are ready to link your Dayforce Card.
<p><i>Dayforce Wallet with Company ID (steps 4 - 7):</i></p>	
4	Open the Dayforce Wallet app.
5	Select Connect to your Dayforce Account . You will be redirected to a Dayforce Identity login screen.
6	Enter your Company ID and tap Verify . NOTE: Your Company ID can be found in Dayforce.
7	Log into your Dayforce Account . Your accounts are connected, and you are ready to link your Dayforce Card.
<p><i>Desktop with a Dayforce Quick Connect Code (steps 8 - 14):</i></p>	
8	Log into Dayforce Web on your computer.
9	Select Profile and Settings .
10	Select Dayforce Wallet Account under Apps.
11	Enter your email and select Get Verification Code .
12	Open the Dayforce Wallet app.
13	Select Connect to your Dayforce Account .
14	Enter the code . Your accounts are connected, and you are ready to link your Dayforce Card.

[Return to Top](#)

Link your Dayforce Card

Step	Action
1	<p>Open Dayforce Wallet and enter the 12-digit Activation Code on the back of the card.</p> <p>NOTE: The activation code is different from the card number and starts with 306.</p>
2	<p>Call Customer Support at the number below to activate and set your PIN.</p> <p>877-723-7434</p>
3	<p>Set up Direct Deposit.</p>

[Return to Top](#)

Set up Direct Deposit

Step	Action
<i>Dayforce Mobile App (steps 1 – 5):</i>	
1	Open the Dayforce Mobile app and select My Profile .
2	Tap Edit .
3	Select Edit Direct Deposit .
4	Tap Add Account and select Dayforce Card .
5	<p>Specify the Amount of pay you want added to your Dayforce Card each pay period.</p> <p>NOTE: You can add the full amount of your paycheck or a specified amount, according to your needs.</p>

Set up Direct Deposit
(cont.)

Step	Action
<i>Dayforce Web (steps 6 – 7):</i>	
6	Log into Dayforce Web.
7	Select Profile and Settings .
8	Navigate to Forms and select Direct Deposit .
9	Click Add Account and select Dayforce Card .
10	Specify the Amount of pay you want added to your Dayforce Card each pay period. NOTE: You can add the full amount of your paycheck or a specified amount, according to your needs.

[Return to Top](#)



Resources

Review the [Technology Updates](#) channel for additional Dayforce job aids.