



## EVOcard – MORE FLEXIBILITY AND CONVENIENCE FOR YOUR RESEARCH

### Easy

- Less administrative efforts
- Convenient ordering via our Ecom system
- Valid for all our services: Custom Sequencing, DNA & RNA Synthesis, siRNA, Gene Synthesis

### Value

- Save your budget and order whenever you want
- Excellent tool to manage your expenses
- Secure through individual access codes
- Refill opportunity at any time
- Full transparency on your order history

### Ordering

Get your EVOaccount & individual EVOcard today at [www.eurofindna.com](http://www.eurofindna.com)

# How to Use Your EVOcard and EVOaccount

The screenshot shows a login form with two input fields. The first field contains the email address 'newuser@gmx.de'. The second field contains a masked password '\*\*\*\*\*'. To the right of the fields is a blue button labeled 'Shop Login'. Below the fields are three links: 'New Customer?', 'Forgot Password?', and 'No SSL'.

## 1. Visit us at [www.eurofindsna.com](http://www.eurofindsna.com)

and click on the "Shop Login" field.

For an un-encoded connection click on "No SSL".

The screenshot shows the Eurofins website header with the logo and navigation menu. The 'EVOcard' menu item is highlighted in blue. Below the header, the 'Order EVOcard' section is visible, with a 'New Customers' button.

## 2. Order your EVOcard

Visit our Ecom order system.

Open the EVOcard menu on the left hand side and click on "order EVOcard".

The screenshot shows a form titled 'Ordering of the EVOcard - Creating an EVOaccount'. It contains instructions: 'Please enter a name for your EVOaccount e.g. department or institute. You can order your EVOcard for any deposit amount (min. 250,- EUR)'. Below this, there is a note: 'For security reasons an access code will be sent to you by email separate to the shipment of the card. For the activation of your EVOcard you will need the card ID and the access code.' There are two input fields: 'Name for EVOaccount:' and 'Amount: (min. 250,- EUR net value)'. A 'Put into order basket' button is at the bottom.

In the order menu you can decide upon the deposit amount and the name for your EVOaccount.

The screenshot shows a form titled 'Activate EVOcard'. It has a sub-section 'Activate a new EVOcard' with three input fields: 'EVOcard number', 'Access code', and 'Default payment method'. There are 'Activate EVOcard' and 'Back' buttons at the bottom.

## 3. Activate your EVOcard

Separate to the shipment of your EVOcard you will receive an Access Code by email.

Please enter the Ecom and click on "Activate EVOcard" at the order menu on the left hand side. For the activation of your EVOcard, please type in the card ID-number and Access Code in the respective fields.

This step is only needed for the first time usage and ensures, that your EVOcard will not be misused.



#### 4. How to use your EVOcard

Your activated EVOcard can now be used as a default payment method or intermittent for your orders in our Ecom system.

With the EVOcard you can reduce your administrative efforts and number of invoices as you just pay once when you place your EVOcard order.

**EVOcard Balance Overview**  
Please find below the balance movements of your EVOaccount.

00001755 Ms Mustermann					
2006-10-19 - 2007-01-01	Balance:	Increases:	Decreases:		
<a href="#">show transactions</a>	164.06	200.00	-35.94		
2007-01-01 - 2007-04-01	Balance:	Increases:	Decreases:		
<a href="#">show transactions</a>	117.66	0.00	-46.40		
2007-04-01 - 2007-07-01	Balance:	Increases:	Decreases:		
<a href="#">show transactions</a>	-22.71	0.00	-140.37		
2007-07-01 - 2007-10-01	Balance:	Increases:	Decreases:		
<a href="#">show transactions</a>	18.98	200.00	-158.31		
2007-10-01 - 2008-01-01	Balance:	Increases:	Decreases:		
<a href="#">show transactions</a>	1.01	0.00	-17.97		
2008-01-01 - now	Balance:	Increases:	Decreases:		
<a href="#">show transactions</a>	1.01				
Transaction Date	Transaction Type	Amount*	Credit	Track order	Order by
2008-02-19	order	-20.04	-19.03	1624484	Ute Mustermann
2008-07-16	refill account	200.00	180.97	1730054	Ute Mustermann
2008-07-16	payment receipt	-	-	-	-
2008-07-29	order	-9.66	171.31	1730160	Ute Mustermann

#### 5. Track your Transactions

Click on "View EVOaccount" in the EVOcard order menu in your account.

You can find all past order details, order dates, volumes spent and actual credit of your account.

**Refill your EVOcard**

Please enter the amount you want to add to your EVOcard and click on submit.

**Refill your EVOcard**

Amount: (min. 250,- EUR)

00001755 Ms Mustermann

#### 6. Refill EVOcard

You can refill your EVOcard at any time.

Just click on "Refill EVOcard" in the EVOcard order menu in your account and enter the new deposit for your EVOaccount.

## Any Questions?

Feel free to contact our customer support team if you need any assistance.



### Free Phone Numbers:

Italy	0800 785950
France	0800 903807
Denmark	8088 1262
UK	0800 0323135
Italy	0800 785950
Ireland	1800 555056
Sweden	020 798148
Norway	0800 13844
Finland	0800 112744
Switzerland	0800 562013

### Email:

[support@mwgdna.com](mailto:support@mwgdna.com)

### Phone:

+49 8092 8289-77

### Our Official Business Hours Are:

8 a.m. – 6 p.m. CET