Wayne County Bank MyPic Studio

# **Personalized Debit Cards**

## User Guide





### **Terms and Conditions**

The Wayne County Bank MyPic Studio service is subject to these Terms and Conditions. The image submitted by you is herein referred to as the "Image"

- 1. You certify that you have read and understand the Image Guidelines and that the image you submitted to Wayne County Bank complies with the <u>Image Guidelines</u>.
- 2. Unless waived as part of a promotion or as part of your deposit account type, your cardlinked account will be debited \$10 when your image is approved. The \$10 fee will apply to a new, replacement or reissued Wayne County Bank MyPic Studio debit card.
- 3. Your warrant to Wayne County Bank that: (i) you are the owner of the Image (i.e. the Image was taken by you) or you have obtained express consent from the Image's owner to use the image on your Wayne County Bank debit card; (ii) you have obtained express consent from any person whose image you use on your Wayne County Bank debit card; and (iii) use of the Image by Wayne County Bank will not infringe on any other person's rights, including intellectual property rights, in the Image.
- 4. Wayne County Bank may, in its discretion require evidence of the Image owner's consent or of your ownership of the Image.
- 5. You (or you have obtained consent from the image's owner) grant to Wayne County Bank a perpetual, non-transferable, non-exclusive, royalty-free, world-wide, irrevocable license to use the Image and the data you provide to Wayne County Bank for the purpose of providing your MyPic Studio debit card.
- 6. You consent (or have obtained consent from the image's owner) to Wayne County Bank storing, modifying, copying or using the Image.
- 7. You shall indemnify and hold harmless Wayne County Bank, it's successors and assigns, against any claims arising or loss suffered by Wayne County Bank resulting from your use of this service or as a result of the Image being used on and reproduced on your Wayne County Bank MyPic Studio debit card, or arising out of or as a result of Wayne County Bank storing, modifying, copying or using the Image.
- 8. Wayne County Bank's liability hereunder is limited to refunding the fee associated with the issuance of the MyPic Studio debit card, and Wayne County Bank is not liable to you for any loss, damage, claim or expense whatsoever in relation to any action by Wayne County Bank permitted under these Terms and Conditions. Wayne County Bank is not responsible for poor-quality images or images poorly positioned on the MyPic Studio card template.
- 9. Your MyPic Studio debit card remains property of Wayne County Bank and you agree to immediately return it or destroy it if asked by Wayne County Bank for any reason, or if the card or accounts that your Wayne County Bank MyPic Studio debit card is linked to is closed.
- 10. If approved, the Image will be stored by Wayne County Bank or its agents and contractor for a period of at least 3 years. The Image will be printed on any subsequent reissued MyPic Studio Cards with in a three-year period unless you have uploaded another image within that period.

11. Wayne County Bank reserves the right not to accept or use any image you submit, or to refuse to issue a MyPic Studio debit card.

### **Image Guidelines**

#### **Requirements and Restrictions**

The minimum requirements for image files you wish to upload for your card are:

- Use a one of the following file formats: JPEG, PNG, GIF, bitmap, or TIFF
- Ensure the image file is at least 840 x 840 pixels, and no more than 10 MB in size
- Own the image or have permission from the owner to use it through proper licensing of the image(s).

Images that include the following **WILL NOT** be acceptable:

- Political statements
- Advertising, promotional text, slogans, copyrighted, or trademarked material
- Phone numbers or URLs
- Brand names or branded products
- Celebrities, athletes, musicians, public figures, etc.
- MasterCard, Visa, or any other payment brand references
- References to any MasterCard or Visa sponsorship property, such as the Olympics or NASCAR®
- Socially unacceptable groups
- Provocative or sexual content
- Profanity, obscenities, or nudity
- Violence, firearms, weapons, or ammunition
- Alcohol or tobacco
- Any content that might result in problems at the point of sale or interfere with security features of
- the card
- Any content that might infringe, denigrate, or dilute the payment card brand or its member financial
- institutions

### **Picture Sizes**

Once you have an acceptable image decide if it would look best as a 1x1 square, 2x2 square or an Edge to Edge picture. Here are some examples using the same picture.





This is a 2x2 card



This is an Edge 2 Edge card

If you have a picture that's more vertically oriented like a portrait, then you may find that the 2x2 is a good fit.

Horizontally oriented pictures like landscapes may work best in the Edge to Edge format.

Once you're on the appropriate site for the size you'd like, you should see a screen similar to the following:



Click the "UPLOAD YOUR IMAGE" button on the right hand side. This will take you to the following page.

	Design	Preview			serverside				
	Please select a file to uplo	photo 1.JPG	Browse	Upload					
Back	Your image must be at least 840x840 pixels and no more than 10MB in size.								
U	pload Guidelines								
1.0 2.5 3.0	Click on the Browse button to s Select the image from your co Click Upload.	select an image from your mputer by double-clicking	computer. on it.						
Re	member								
	<ul> <li>Use a high quality image files can be either JPEG (</li> <li>Please note: the bigger th</li> </ul>	- the better your image, the .jpg), PNG, GIF, Bitmap (.l e picture you choose, the k	e better your final card will omp) or TIFF formats. onger it will take to upload	look. Picture					

After you've browsed and selected the photo you wish to use click "UPLOAD". Once the image has been uploaded you'll be taken back to the first screen you saw but now you should see your photo in the box size you chose.



On this screen you can reposition the picture, resize the picture, flip it and rotate so that it's exactly how you want it to look.

(If you find that you don't like the photo in the box size you chose and you want to try another size you'll need to start from the beginning and click the link for the other size you would like to try and repeat the upload. Play around and find what you think looks best.)

After you're satisfied with your card click the "Preview" tab. Then you'll see the following screen.



If you're not satisfied hit "Back" and make some more changes. (Notice how the numbers are through our faces? I would hit "Back" and reposition.)

If you are satisfied click "Next" and go on to the following screen.

	Design	Preview			serverside	2
Back	Your Details Please enter your details below and click Submit to continue. Fields marked with an asterisk are required.			Submit		
Enter you	ır email address:	youremail@ddress.com	*			1
Confirm	email address:	youremail@ddress.com	*			
						J
our em	ail and click "	SUBMIT"				

The final screen will look like this and you'll need to enter your full card number and the last 4 digits of the SSN connected to the card.

Card Nu	nber and Social Security Number Valio	lation
Please enter number belo	your card number and the last four digits of your Sow:	ocial Security
	Card number: Last four digits of SSN:	
	Submit	

After you've entered both click "SUBMIT"



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Once you see this screen that means your image has been submitted for review to make sure it doesn't violate any of the restrictions. You are charged \$10 for each image (card) that is accepted through review. We will debit the \$10 from the checking account linked to the card.

Any red writing on this screen indicates that there is a mismatch between the card number and the last four digits of the SSN entered

Feel free to call your local branch if you need any assistance.