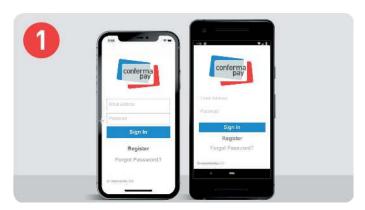


# Conferma Pay quick guide

How to register your account and sign in

Conferma Pay is a Virtual Card (VC) app that displays images of the front and back of the VC relating to a traveller's hotel booking. Conferma Pay can also be used to resend reservations and VC details to the hotel if needed when on the move. The VC image will disappear from the app after check-out and is fully GDPR compliant.

Please advise Meon Valley Travel of the email you have used to register for Conferma Pay so we can ensure it is entered into your personal profile and in turn all your hotel bookings.



# **Download the Conferma Pay App**

Download Conferma Pay from you phone's app store.



# **Register for Conferma Pay**

Visit https://app.confermapay.com/ and fill in the account registration form. It is recommended to use your company email address—if you use a personal email address, you will only access trips that have been automatically linked.



#### Verify your account

Check your email inbox and click the verification link sent to you. Once the link has loaded, enter your password created in step 2, choose a security question, then click complete registration.



# Conferma Pay Sign-in

Enter your username and password you setup on the website into the app.



# Select a 5-digit PIN code

This PIN will be used for all future log ins.

If you have any questions please call 0116 2645280