

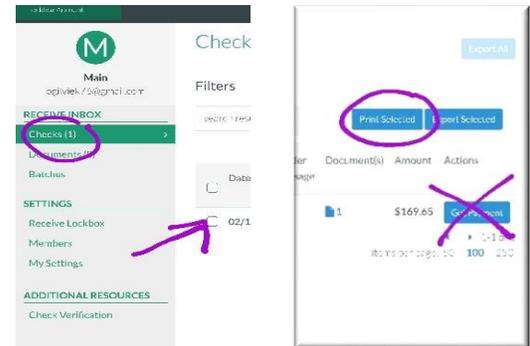
WOO HOO CONSIGNORS! IT'S TIME TO SHOW YOU THE \$\$\$!



eCHECK INSTRUCTIONS: Due to recent IRS law changes regarding reporting Paypal payment transactions, we are using e-checks as our new form of payment!

HOW TO PRINT YOUR CHECK:

1. Click on EMAIL from **DELUXE ECHECKS & LUCHA FIESTA DBA BELLA KIDS**. Click on **GET CHECK** button. Follow steps to retrieve steps including creating an account with Deluxe Echecks.
2. Select option to **Print as Check** for free option. **Check mark box** to select which check to print. (See images at right.)
3. Select blue button "**PRINT SELECTED**" check not the get payment button.
4. Print your check on any standard sheet of white paper. **DO NOT open your check until you are ready to print**, because opening the link starts the "clock" for the expiration of the link. The full check will print, including account numbers, check number, check amount, etc. You can print in color or b/w. It doesn't affect your check in any way. If the check prints without the routing and account number at the bottom, you will need to re-print-banks will not cash without this info.



5. Deluxe checks has included important information on the **full page** of the check. Deluxe can and will walk through any issues with a bank that is unfamiliar with these type of checks - so don't hesitate to ask the teller to call them. Take the **full page** with you. (See image at left.)
6. If you have a Macintosh computer, you need to select the "fit to scale" option when printing or the routing number will be cut off.
7. Endorse the back of the check by signing it.
8. Deposit this check as you would any other check via ATM, mobile banking, or in person at your local branch. (After using mobile deposit, please write DEPOSITED on your check for your records.) Once it is printed and cashed, it will be marked as cleared by Deluxe eChecks, and cannot be deposited a second time.

IMPORTANT NOTES:

- **Check is live for 90 days ONLY.** There is a 90-day window to retrieve and deposit your check. After that time, a \$10 charge will apply to place a stop on the original payment and reissue.
- **You can print check as a guest user or create an account with Deluxe echecks.** We recommend creating an account as we plan to continue to use this payment method for all future Bella sales.
- **IF YOU ELECT TO HAVE YOUR CHECK PRINTED BY ME AFTER EMAILS HAVE ALREADY BEEN SENT, THAT \$10 CHARGE WILL ALSO APPLY, AS WELL AS A 14 DAY HOLD TO BE SURE THE ORIGINAL CHECK DOES NOT CLEAR.**
- If you have questions after receiving your check you can email me or call Deluxe directly at [1-800-631-8962](tel:1-800-631-8962) (Mon - Fri: 8am-11pm CST and Sat 9am-5pm CST)
- You can also learn more here: <https://youtu.be/RTFQobccSM4?t=92> & [How do I retrieve my Check as a guest? - Deluxe Payment Exchange \(zendesk.com\)](#)

Thank you for your participation in our COMMUNITY consignment sale events! You are blessing other families with your treasures, while making extra \$\$\$ for your family! And supporting a local, mom-owned small business It's a WIN-WIN for everyone!

Kristi

Chief Mommy & Founder

Bella Kids

www.716kids.com