 Passport Corporate Email Templates

Please use these communication touch points throughout the year to remind your employees of the great benefits available to them through Passport Corporate. We also suggest using your access to the Passport Client Toolkit to find a list of businesses recently added to the program and incorporating them into each communication. **Please note that that first two communication touch points are based on Passport pre-registering your employees and sending the launch email (with their card number) directly to them.**

**Communication #1 (prior to launch)**

**Your <<Company Name>> Passport membership is coming soon!**

We are pleased to announce the launch of our new employee discount program, the <<Company Name>> Passport Corporate program. Enjoy great savings at local and national merchants by using your mobile <<Company Name>> Passport Card. On **<<launch date>>,** you will be receiving an at-work email directly from Passport including your unique mobile card number along with further program details.

The Passport Corporate program allows you and your family to access exclusive savings from thousands of local and national merchants. The Passport program has something for everyone! Whether you're an outdoor enthusiast, music lover, techie, coffee connoisseur, foodie, car nut or adventurer, you're sure to find significant savings on Passport.

Please look for an email on <<launch date>> with more information.

## Communication #2 (day after launch email from Passport)

Download the Passport Mobile app today and enjoy deals on the go!

Yesterday you should have received an email directly from Passport with your unique <<Company Name>> Passport mobile card number.

**To activate your Passport membership on your smartphone, please follow two easy steps:**

1. Download the Passport Mobile app by searching for **“Passport Mobile”** in your phone’s app store.\*
2. Sign in using your mobile card number and registered email to enjoy great deals!

*\*Available for iOS and Android users.*

Please note that you can also visit the Passport program website at [**https://passportcorporate.com**](https://passportcorporate.com) and log in as a returning user with your work email to browse all of the discounts now available to you.

**Questions?**

Please feel free to contact Passport directly at either 800.410.4211 or

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

**Communication #4 (Travel)**

Get out and see the world, at a great price. Passport Corporate offers a great selection of discounts to help you save wherever life takes you! Visit [**https://passportcorporate.com**](http://www.passportcorporate.com) and select the ‘TRAVEL’ category to browse through the many discounts available. Here you’ll find discounts on:

* Hotels & Resorts
* Rental Cars & Transportation
* Cruises
* Vacation Packages

If you haven’t opted-in yet to receive periodic communications from Passport Corporate, be sure to update your profile at [**https://passportcorporate.com**](http://www.passportcorporate.com) to indicate your email preferences.

**Communication #5 (Family Activities)**

We hope you’re enjoying Passport Corporate, our new employee discount program. The program boasts a great selection of activities to enjoy with family and friends.

Visit [**https://passportcorporate.com**](http://www.passportcorporate.com) to see a complete list of the significant savings through the program. Be sure to browse through the following discount selections:

* Movie Tickets
* Theaters
* Museums, Zoos & Aquariums
* Kids Activities
* Indoor/Outdoor Recreation

We hope that you enjoy these great new discount benefits. If you have any questions about the program, or would like assistance locating any of the discounts mentioned above, please contact Passport at 800-410-4211 or support@passportlunlimited.com.

**Communication #6 (Health and Fitness)**

We are committed to do whatever it takes to help our employees stay healthy and fit. Our employee discount program, Passport Corporate, can help you stay active with some great discounts on health and fitness products and services.

The program offers discounts on health clubs, group glasses, golf, recreational equipment, shoes, personal training and more! Visit [**https://passportcorporate.com**](http://www.passportcorporate.com) or the **Passport Mobile** app to find what you need to stay in shape, lose weight or improve your health.

Passport is always looking to add new discounts to the program. If you have a business that you’d like to see join the program, please submit your suggestion through the program website or contact Passport at 800-410-4211 or [support@passportunlimited.com](mailto:support@passportunlimited.com).

**Communication #7 (Home and Garden)**

Our employee discount program, Passport Corporate, offers numerous products and services that can help you save money in your home.

Visit [**https://passportcorporate.com**](http://www.passportcorporate.com) to find a complete list of businesses in the following categories:

* Home Maintenance
* Home Upgrades
* Construction & Remodel
* Lawn & Garden
* Furniture & Interiors
* Moving & Storage

When browsing through the participating vendors online, you can sort by “Most Favorited” to view recommended offers by other members/employees or by “Newest” to check out recent additions to the Passport program.

Lastly, you can also create a more personalized experience by favoriting vendors via the Passport website or mobile app. Simply click the heart icon included in a vendor’s listing to add it to your favorites.

**Communication #8 (Tech & Electronics)**

Whether you’re looking for the latest gadgets, a new entertainment center or a new computer, you can find it all at significant savings on Passport. Check out discounts on:

* Hardware (computers, laptops, tablets, etc.)
* Audio/Video
* Television & Internet
* Wireless Communications

If you haven’t yet opted in to receive periodic communications from Passport Corporate, be sure to update your profile on the Passport Corporate website, [**https://passportcorporate.com**](http://www.passportcorporate.com), to indicate your preferences.

**Communication #9 (Holiday Savings)**

The holidays are here! We’d like to remind you about the great shopping and savings opportunities available through our employee discount program, Passport Corporate.

Visit [**https://passportcorporate.com**](http://www.passportcorporate.com) to browse for gifts for everyone on your list, including clothing, jewelry, shoes, electronics, sporting goods, salon & spa visits and more!

You’ll also find great savings on items for holiday entertaining.

Happy Holidays!