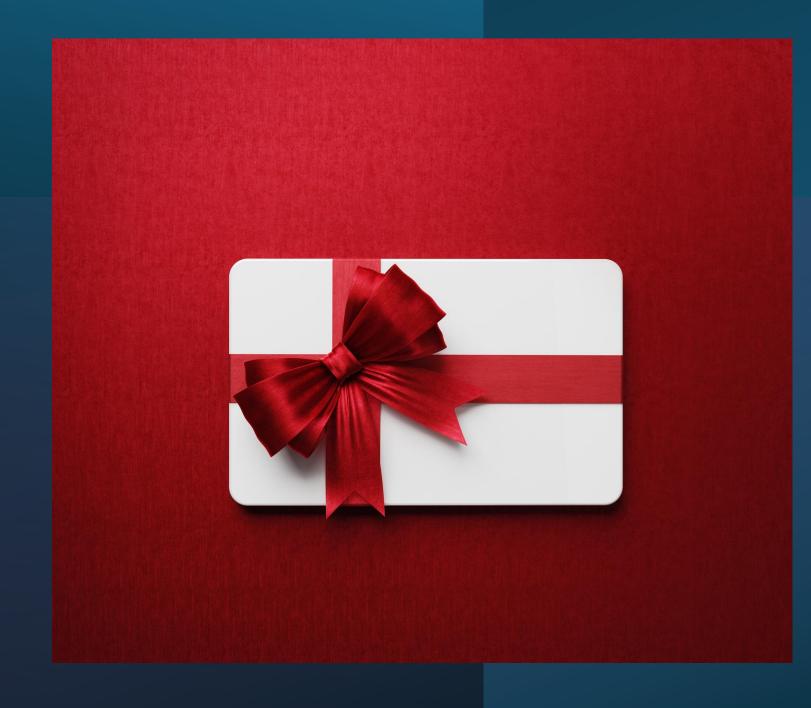
Step by Step Guide

How to Redeem a Gift Card





Helpful Information when redeeming your gift card:

Gift card options are based on the model year of the Card Recipients Snowmobile:

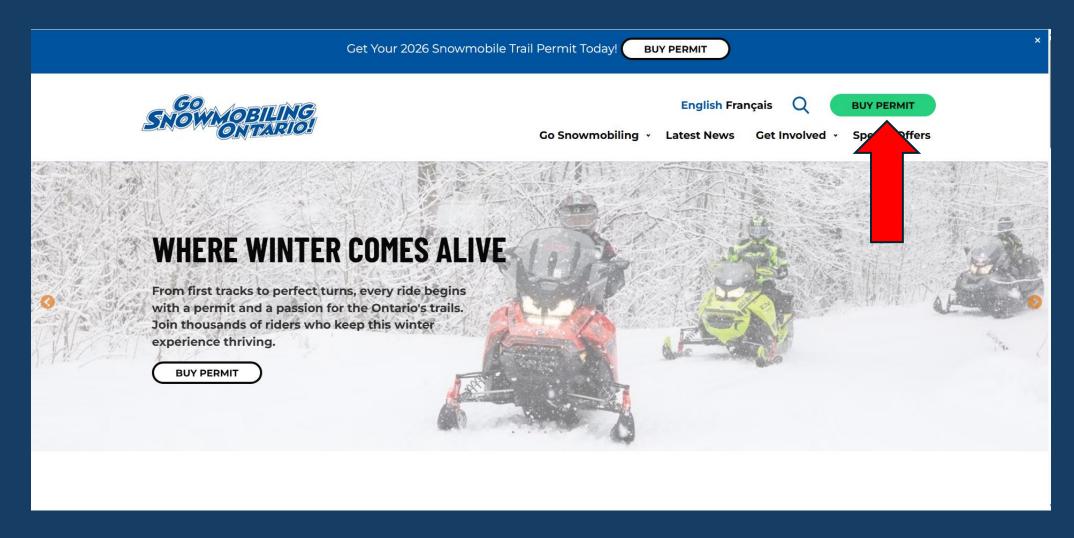
- Classic Gift card is for a sled that is 1999 or older
- Seasonal Gift card is for a sled that is 2000 or newer

The gift card must match the sled the type of sled the recipient owns otherwise the system will not accept it. Fee adjustments cannot be accommodated if the gift card was purchased for a lower fee for the wrong permit type(ie, gift card was purchased in October for a classic permit but when being redeemed in January it is noticed that the recipient needs a Seasonal permit).

Purchasing a gift card locks in the fee during the timeframe that it is purchased in, the recipient will not have to pay any extra if they are redeeming the gift card after fees have increased.



Go to www.ofsc.on.ca and click on the green "Buy Permit" button

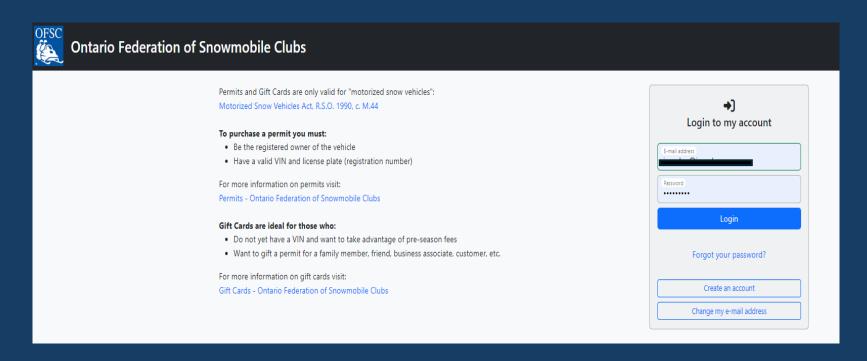




Login to your account.

If you have an account but do not remember your password, click "Forgot your password?" (See separate guide.)

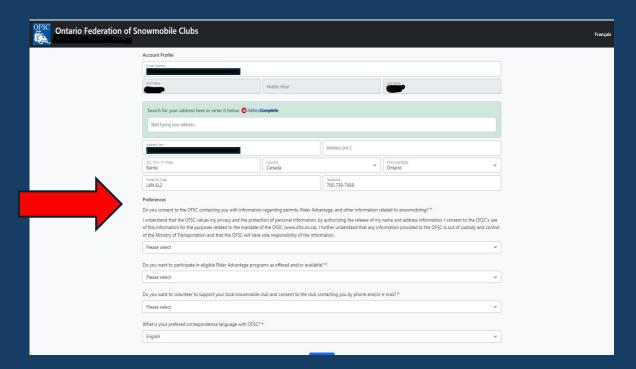
If you do not yet have an account, click the "Create an account" button.





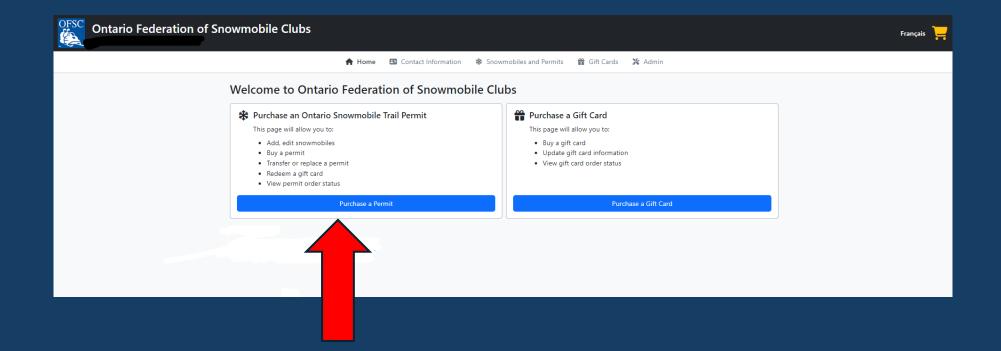
On your first login of the season, you will be presented with a video message then taken to your Account Profile, where we encourage you to review your details and preferences. Make any necessary updates.

Important Note: The address in your account is where your permit will be mailed to, so it is important to ensure that it is accurate.



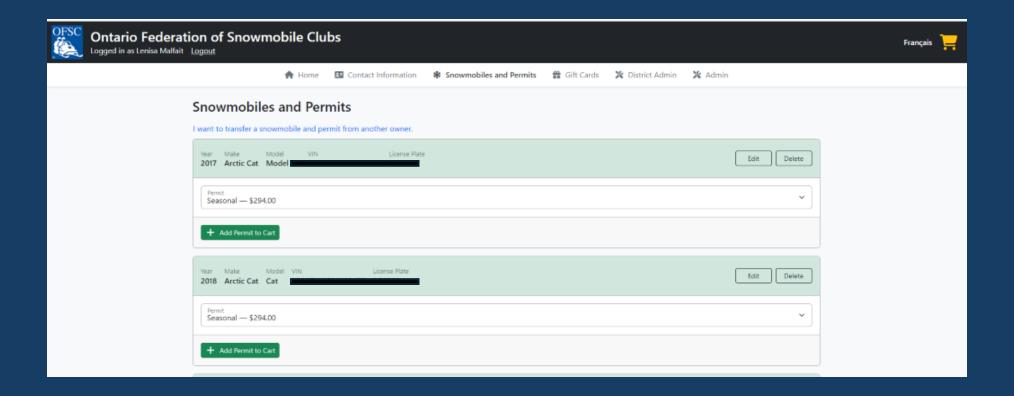


Click on "Purchase a Permit."





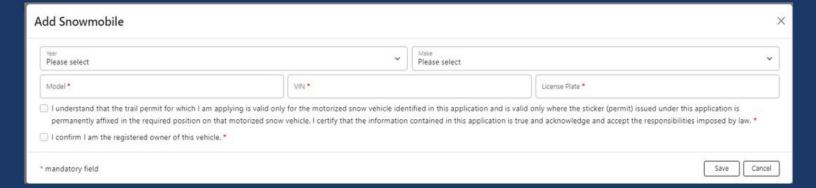
On the Snowmobile and Permits page, a list of snowmobiles on your account will be displayed.





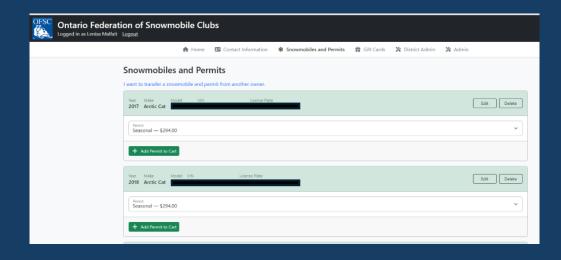
If the snowmobile you are purchasing the permit for is not shown on the Snowmobiles and Permits page, add your snowmobile to your account by clicking on Add New Snowmobile. Add the year, make, model, VIN, license plate then read and agree to the statements shown and click "Save".

Snowmobiles and Permits	
	You have not added any snowmobiles.
	+ Add New Snowmobile

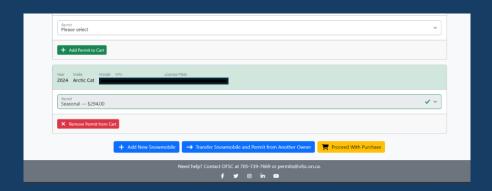




For the snowmobile you wish to purchase the permit for, click on the drop down list below it to select the permit type, then click on "Add permit to cart."

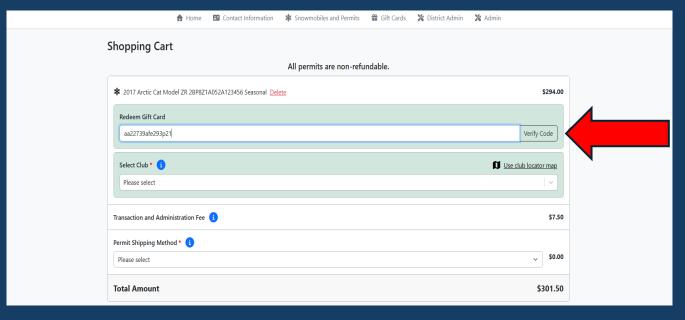


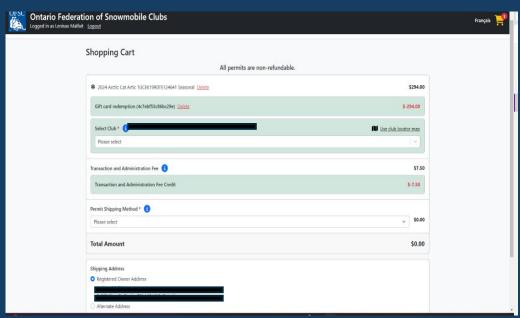
Once permit is added to cart, scroll to the bottom of the page and click on the yellow "Proceed to checkout" button.





On the checkout page a Redeem Gift Card box will appear IF the last name and postal code on the gift card exactly match the last name and postal code match on your account. Enter the gift card redemption code in the box and click "Verify Code." The gift card will zero out the fees.

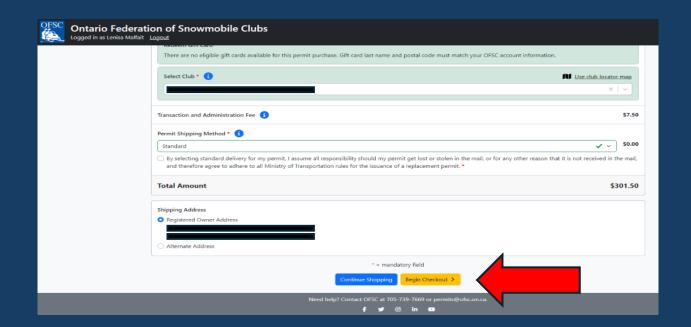






Select a club and shipping method. If you have selected standard shipping, you will also need to agree to the statement below the permit shipping method selection.

Be sure to verify your shipping address as this is the address your permit will be shipped to. If you would like the permit shipped to a different address, click on "Alternate address" provide the address details. Once completed, click on "Begin Checkout."





Before the order can be completed, read and agree to the terms and conditions.





THANK YOU!

For more helpful information, visit our Frequently Asked Questions at www.ofsc.on.ca/faq/

