



[www.Gifts-Bay.com](http://www.Gifts-Bay.com)

Phone: (213) 723-3223  
900 Wilshire Blvd, Ste 2200, Los Angeles, CA 90017

**We are glad to welcome you as the newest member of our team!**

Create your GIFTS BAY work account by following the link below:

<https://gifts-bay.com/panel/user>

Once your new account is approved (usually takes 1-2 business days), please review the account sections and go through the instructions that are sent to you in the “mail” section. Upload your government issued ID in order to verify your account.

Your 31-day probationary period starts as soon as you ship your first package. Your performance is being evaluated so please make sure to stay connected with your supervisor/manager.

Packages that are delivered to you need to be processed and sent within a 24-hour time frame. The first task is usually assigned within 3-5 business days after your account approval.

For any work-related questions, you can use the “mail” section in your account or call **(213) 723-3223** Eric Mayo (Shipping Department Manager).

