## **Create UCSF FastPay Account Directions**

Your UCSF-issued ID badge or FreedomPay card is the link to purchasing food and products with your FastPay account powered by FreedomPay. If your badge or FreedomPay card changes, you need to link the new number to your account.

Parnassus, Mission Bay and Mount Zion use UCSF-issued ID badges. St Mary's and Saint Francis use FreedomPay cards.

There are three ways to create a FastPay account:

- 1. Create your FastPay member account at www.myfreedompay.com.
  - a. Select UCSF Medical Center, UCSF Campus or UCSF St Marys/St Francis.
  - b. On the left menu click Manage My Tag or Badge.
  - c. Under the Add New Tag heading, enter your new Tag ID Number. This number can be found on the back of their ID Badge or FreedomPay card at the bottom and is only the first 8 digits of the number printed or 7 digits of the FreedomPay card (see graphic below).
- Contact FreedomPay Member Services via email at <u>memberservices@freedompay.com</u>. Please provide your name and new Tag ID Number. This number can be found on the back of your ID badge or FreedomPay card at the bottom and is only the first 8 digits of the number printed on the ID badge or 7 digits of the FreedomPay card.
- 3. Contact FreedomPay Member Services via phone at 888-495-0222. Be ready to provide the 8 digit card number as below.



Please note that it may take up to 24 hours for the change to take effect depending on when you make the changes in your FastPay account relative to receiving your new ID or card. For questions or issues related to your FastPay account, please contact Nutrition and Food Services at MoffittMealAccounts@ucsf.edu.

Visit <u>FastPay User FAQs</u> for more details. List of accepted locations below.



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FastPay Accepted at These Locations	Not Valid at These Locations
Parnassus   Café Bellini   Carmelina's Taqueria   Jamba Juice   Ladle and Leaf   Moffitt Café **   Moffitt Café Express **   Moffitt Café Express **   Moffitt Hospital Gift Shop   Panda Express   Subway   Mission Bay   Bayfront Café **   Caffe Central MB   Double Shot Coffee   Gateway Express **   Gateway Specialty Gift Shop   Mission Bay Gift Shop   Noe Cafe   Peasant Pies   Publico   SF Kebab   Shorenstein Family Café **   Subway MB   Mount Zion   Daily Grind **   Mount Zion Gift Shop   Mission Center Bldg (MCB)   Carmelina's Café   St Mary's Hospital   St Mary's Café **   Saint Francis Café **   Saint Francis Café **   Zuckerberg SF General (ZSFG)   Lucky Coffee	Parnassus:   Double Shot Express Coffee Cart   UCSF Campus Store   UCSF Health Parnassus Pharmacy   You See Flowers   Mission Bay   Grub N'Go   Walgreen's

. \*\* **10% discount** will be applied to house made purchases only at these locations when using your personal prepaid FastPay ID badge or FreedomPay card.

