



ActionSprout Ad Credit Instructions

Use the guidance below to authorize your ActionSprout account to receive ad credits via Stripe, upload funds into Facebook Business Manager, and set your spending limit, which will prevent overspending beyond the balance of your Stripe card.

Authorizing your ActionSprout account to receive credits

1. From your ActionSprout [Dashboard](#), click Account Settings on the navigation menu (bottom left of screen)
2. From the Account Settings drop down menu, select [Credits](#)
3. Enter the information requested for your page (Organization name, address, etc)
4. After all fields in the 'Your Information' box are complete, click 'Save' and your account will be able to receive credits.
5. Once a credit has been issued, this page is also where users will access Stripe card details to upload into Facebook Business Manager (see additional instructions below), and will be available for ads created using ActionSprout.

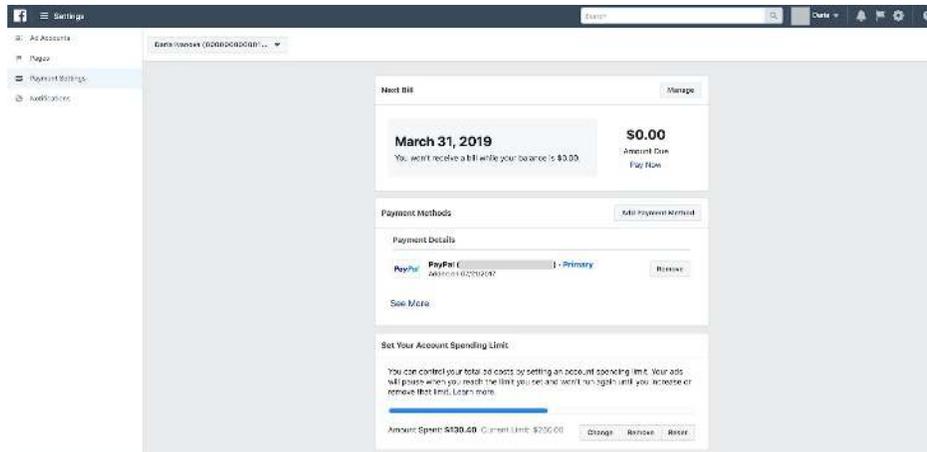
The screenshot shows the ActionSprout interface. On the left is a dark sidebar with a navigation menu. A red callout box labeled '1' points to 'Account Settings'. Below it, another red callout box labeled '2' points to 'Credits'. The main content area is titled 'Your Information' (callout box '3') and contains a form with fields for Organization Name, Email Address, Street Address, City, State (a dropdown menu), and ZIP Code. A green 'SAVE' button (callout box '4') is at the bottom of the form. To the right of the form is a 'Credit Cards' section (callout box '5') with a message: 'Your organization has not been issued any credit cards yet. Issued cards will appear here.'

Applying Stripe card to Facebook

1. Log into your Facebook Ads account and click Settings
2. Select [Payment Settings](#)
3. Once you've made sure you are using the correct ad account, click 'Add Payment Method'
4. Use Stripe card details from ActionSprout (Account settings>Credits) and enter your Stripe card details

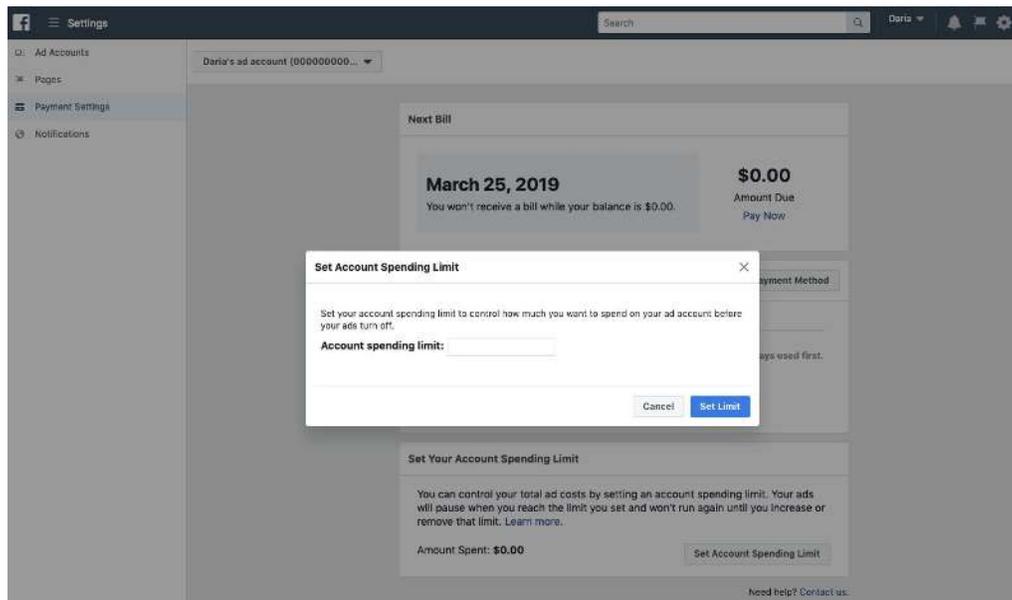


5. Once the payment method has been entered into the user's Ads Manager account, the funds will be available to use for scheduling ads via ActionSprout right away!



Create Facebook account spending limit

1. Go to [Payment Settings](#) in Ads Manager
2. From Set Your Account Spending Limit, select Set Account Spending Limit
3. Enter the amount you'd like to use (i.e. the amount issued via Stripe) and click Set Limit
4. Track spending from your ActionSprout account by clicking Account Settings > [Credits](#) to see the remaining balance on your card. You can also track spending via Facebook [Payment Settings](#)



For more detailed instructions, visual guidance and troubleshooting tips, check out [this ActionSprout help doc](#) or email candice@actionsprout.com for support.