



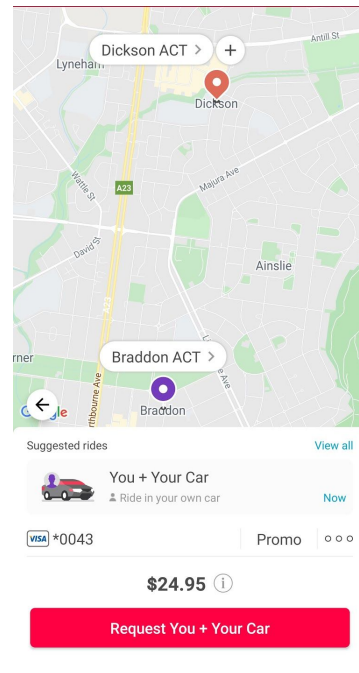
For business

Getting Started For Employees: Booking a pick-up

1. Create a new booking

Select a pick-up time by choosing 'Now' or 'Later', 'Now' is selected by default. Enter the pick-up location and destination.

Download the PKUP app:
onelink.to/pkup



2. Payment Method

On the confirmation screen tap on the payment button or card number to select the payment method used for the request.

Proceed to the 'Business' tab to select a method of payment set by your corporate administrators such as 'Corporate card'.

You will have the option to enter a company memo, including trip code and trip description if required by your employer.

