#### \*\*\* NEW FEATURES & BENEFITS \*\*\*

#### **Login Setup and Easy Password Reset**

Our new Customer Portal system simplifies the login and password setup process. And, you can easily <u>reset your password</u> without requesting our assistance.

#### **Enhanced Customer Portal**

Our new <u>Customer Portal</u> is packed with time-saving features. Approve Sales Orders/Estimates electronically. Review progress of your orders. Review/print documents we've prepared and filed for you. Manage credit card payment profiles. Pay invoices. Review statements.

### **Sales Orders/Estimates with Electronic Approval**

You can order our services through our website or contact us directly by phone or live chat. Let us know what you need, and we'll prepare a Sales Order/Estimate for your review. You can even approve and sign Sales Orders/Estimates electronically from your mobile phone!

#### **Credit Card Payment Profiles**

Now you can setup one or more Payment Profiles (credit card number, expiration date, etc.). Once your payment details are entered, we'll only be able to see the last 4 digits of your credit card. Our system is fully compliant with all Payment Card Industry (PCI) standards.

# E-Checks (ACH) \*NEW\*

E-checks (optional): Beginning June 1, 2020, you can now setup to pay us via e-Check (ACH) from your checking account.

#### **Auto-PAY \*NEW\***

Beginning June 1, 2020, you'll be able to self-administer Auto-PAY for any of our invoices. Turn it on and off as needed. Auto-PAY is available with credit cards or e-Checks.

## **Hub (Document Storage) \*NEW\***

Now you have your own HUB where all your documents that we have created and filed for you will be stored.



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