

Registering a New Customer Account

Last Modified on 12/29/2025 2:15 pm CST

Prior to logging into the payment portal for the first time, register for an account. Once registered, log in to view the following information:

- Tank information
- Contract Information
- Delivery History (1 year's worth)
- Make a Payment
- Place an Order

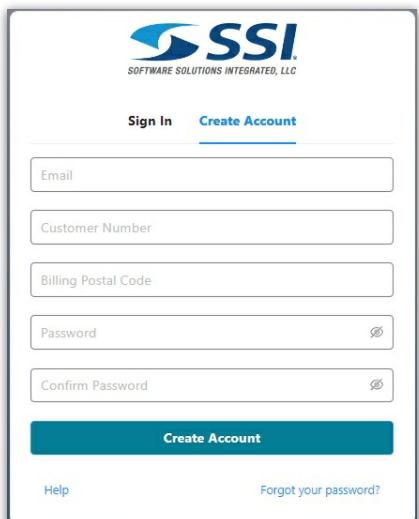
A link to the payment portal will be provided to begin the registration process. This same link will also allow logging into an existing account.

1. Navigate to the provided URL.
2. Select **Create Account**.



The screenshot shows the SSI login page. At the top, there is a logo for 'SSI SOFTWARE SOLUTIONS INTEGRATED, LLC'. Below the logo are two buttons: 'Sign In' (in blue) and 'Create Account' (in orange, with a red box drawn around it). Below these buttons are two input fields: 'Email' (placeholder: 'Please input your email') and 'Password' (placeholder: 'Please input your password'). Below the password field is a 'Sign In' button. At the bottom of the form are 'Help' and 'Forgot your password?' links.

3. Enter an *Email address*, *Customer Number* (The account would not be created with a leading zero.), and *Postal Code* associated with the account, create a *Password*, and select **Create Account**.



The screenshot shows the 'Create Account' page. At the top, there is a logo for 'SSI SOFTWARE SOLUTIONS INTEGRATED, LLC'. Below the logo are two buttons: 'Sign In' (in blue) and 'Create Account' (in blue, with a blue underline). Below these buttons are four input fields: 'Email', 'Customer Number', 'Billing Postal Code', and 'Password' (with a password strength icon). Below the password field is a 'Confirm Password' field. At the bottom of the form are 'Create Account' (in a teal button), 'Help', and 'Forgot your password?' links.

4. Upon successful account creation, a verification code will be sent to the email address used in registering. Enter this verification code and select **Confirm**.

We Emailed You

Your code is on the way. To log in, enter the code we emailed to e***@g***. It may take a minute to arrive.

Enter your code

Confirm

Resend Code

5. Balance and Budget information is shown at the home screen with options to make a payment, place an order, and view tank and/or contract information and delivery history.

The screenshot shows the SSI mobile application interface. At the top, there is a header with the SSI logo and a user icon. Below the header, the text "Adams, Ansel/ ID# 100007" is displayed. The main content area is divided into several sections:

- Financial Summary:** Shows "Amount Due \$ 19,723.29", "30 Day Balance \$ 0.00", "Current Balance \$ 205.92", "60 Day Balance \$ 0.00", "Budget Due \$ 120.00", and "90 Day Balance \$ 19,517.37". A note below states: "Please allow up to 15 minutes for balance to update after a payment is made."
- Print Bill:** A blue button with white text.
- Pay:** A green button with white text.
- Map:** A map of the Indianapolis area with a red pin marking the location at "345 PRODUCTION DRIVE, BROWNSBURG, IN 46112". The map includes labels for North Salem, Brownsburg, Clermont, Speedway, and various roads like 70, 74, and 16.
- Tank History:** A table showing tank information. The columns are: Tank Type, Tank Capacity, Tank Serial #, Tank Description, Last Delivery, Gallons Delivered, Last Monitor Read, and Recorded Level. The rows include:
 - PROpane: Capacity 1000, Serial # CUSTOWNS, Description PIVOT, Last Delivery 09/05/2019, Gallons Delivered 50, Last Monitor Read -, Recorded Level -. Buttons: Order, History.
 - LUBE OIL: Capacity 310, Serial # 987654, Description oil, Last Delivery 03/19/2018, Gallons Delivered 0, Last Monitor Read -, Recorded Level -. Buttons: Order, History.
 - HYDRAULIC OIL: Capacity 310, Serial # PPPP88776, Description hydraulic, Last Delivery -, Gallons Delivered 0, Last Monitor Read -, Recorded Level -. Buttons: Order, History.
 - CYL: Capacity 5, Serial # CYL, Description cylinder, Last Delivery -, Gallons Delivered 0, Last Monitor Read -, Recorded Level -. Buttons: Order, History.
- Contract Information:** A table showing contract details. The columns are: Contract #, Start Date, End Date, and Gallons Left. One row is listed: Contract # 123, Start Date 06/06/2024, End Date 12/30/2024, Gallons Left 50.

Note: Mobile logins will have limited information and options on the home screen. The **Pay** button will remain static to the bottom. The **Print Bill** button, **Map**, **Tank Serial #**, and **History** button are not available in the mobile layout.