

Registering a New Customer Account

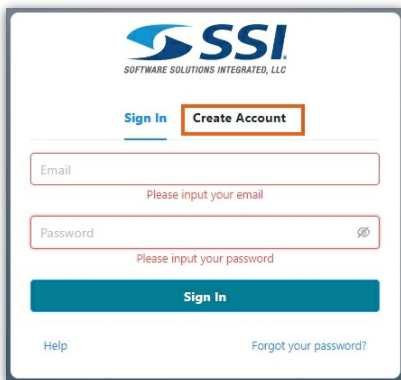
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Prior to logging into the payment portal for the first time, register for an account. Once registered, log in to view the following information:

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

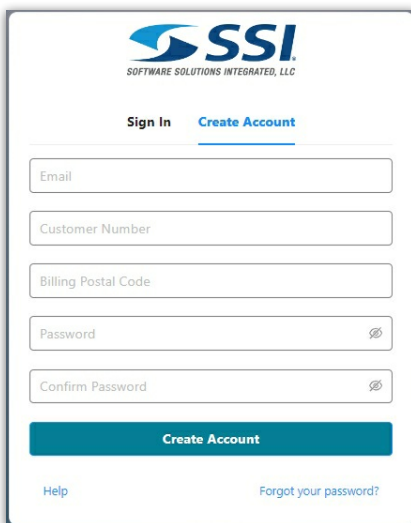
A link to the payment portal will be provided to begin the registration process. This same link will also allow logging into an existing account.

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



The screenshot shows the SSI Software Solutions Integrated, LLC login page. At the top is the SSI logo. Below it are two buttons: 'Sign In' and 'Create Account'. The 'Create Account' button is highlighted with a red border. Below the buttons are two input fields: 'Email' and 'Password'. The 'Email' field has a red error message 'Please input your email'. The 'Password' field has a red error message 'Please input your password' and a toggle icon. Below the input fields is a blue 'Sign In' button. At the bottom are links for 'Help' and 'Forgot your password?'.

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 SSI Software Solutions Integrated, LLC 'Create Account' page. At the top is the SSI logo. Below it are two buttons: 'Sign In' and 'Create Account'. The 'Create Account' button is highlighted with a blue underline. Below the buttons are five input fields: 'Email', 'Customer Number', 'Billing Postal Code', 'Password', and 'Confirm Password'. The 'Password' and 'Confirm Password' fields have toggle icons. Below the input fields is a blue 'Create Account' button. At the bottom are links for 'Help' and 'Forgot your password?'.

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.

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.

SSI
SUPPORT ASSURANCE TECHNOLOGIES, LLC

Adams, Ansel/ ID# 100007

Amount Due	\$ 19,723.29	30 Day Balance	\$ 0.00
Current Balance	\$ 205.92	60 Day Balance	\$ 0.00
Budget Due	\$ 120.00	90 Day Balance	\$ 19,517.37

Please allow up to 15 minutes for balance to update after a payment is made.

Print Bill

Pay

Map

Address
345 PRODUCTION DRIVE, BROWNSBURG, IN 46112

Tank Type	Tank Capacity	Tank Serial #	Tank Description	Last Delivery	Gallons Delivered	Last Monitor Read	Recorded Level	
PROPANE	1000	CUSTOMNS	PIVOT	09/05/2019	50	-	-	Order History
LUBE OIL	310	987654	oil	03/19/2018	0	-	-	Order History
HYDRAULIC OIL	310	PPPP88776	hydraulic	-	0	-	-	Order History
-	5	CYL	cylinder	-	0	-	-	Order History

Contract #	Start Date	End Date	Gallons Left
123	06/06/2024	12/30/2024	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.