### Clearwave Fiber Electronic Invoice System

Dear Customer,

You are receiving this document as a guide to utilize our electronic invoice system known as E-Care. Here you can gain password protected options for viewing monthly bills, choosing electronic payment methods, and accessing other account information such as unbilled usage, balances and service details.

Once you sign up for E-Care you will receive a link to login, as shown below. For future use, please use the following url: <u>https://clearwave.cdgportal.com/</u>

For security purposes, your password will need to be reset.

Customercare@corp.clearwave.com Clearwave Self-Service Account 3:37 PM This message was sent securely using Zix®

Email Subject as shown in your inbox

This message was sent securely using Zix <sup>a</sup>	
×	
Please click on the following link to complete the registration to the Cleanwave Self-Service product:	
https://clearwave.cdgportal.com/main/ecar/m_ecar_confirm_user.php?lg=mff28b24&cid=0101&mrktid=5&key=4 242y%2410%24DyLNH0gsrLn7JtleNBUw.I.DhtwIWCLJaIgY52veK.dk1bcjoM.m	26
Use the Login ID and Password below to access your account: Login ID: Password: ,	
f you need further assistance, please email us at customercare@corp.clearwave.com or call us at 877-552- 9283 Monday - Friday from 8am to 5pm.	
Fhank you,	
Cleanwave Self-Service.	
2022 Cleanuave Media, All rights received	

From the email, select the link to login.

You Login ID will be the same ID as before. If you did not have a login ID, this will be the email associated with your account. Use the temporary password provided to continue.

clearwave	🜀 fiber.			
Account: 98680000018-98680000009 Test, Message Display	X Sign Out			
Welcome Invoice & Paymen Please setup your password reminder qu	estion and answer. Documents			
Security Information				
Login: Close				
Use two-factor authentication: No				
Secret Question: Secret Answer:				
View/edit security information				
Contact Information				
Name: Email Address:				
Image: Constraint of the second se				
View/edit contact information				
© 2022 CDG, All rights reserved   Powered by MBS <sup>™</sup> E-Care	V7r1.00   About Clearwave   Mobile Site   Quick Pay			

Once you select the link, you should see the popup to the left. Select Close to continue.

### Clearwave Fiber Electronic Invoice System

clearwave 🌀 fiber.							
Account: 98680000	018-98680000009 Te	st, 1 👻					Sign Out
Welcome	Invoice & Payme	ents Services	Usage Analysis	Profile	Inbox	Documents	
Security Informatio	m						
Password: Use two-factor auther Secret Question:	ntication: No	Security Settings					
Secret Answer:  View/edit secu	rity information	Login: Current Password:					
Contact Informatio	n	New Password:					
Name: Email Address:		Confirm New Password:	Use two-factor auth	entication			
	Allow emai	Secret Question					
View/edit cont		Question: Answer:	What is your mother's	maiden name?	~		
	© 2022			Save	Close	uick Pay	

Use the <u>credentials from</u> <u>your email</u> to login and select a new password. You will also need to update your security question. Select save to complete.



This popup will confirm your setup is complete. Select Close to continue.

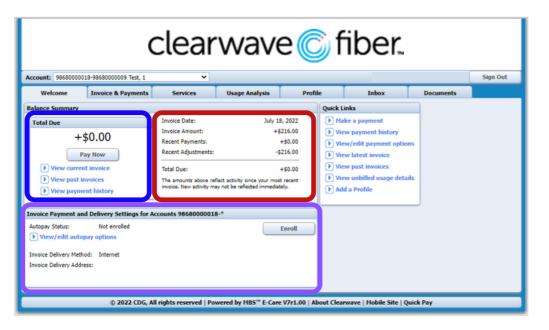
2000000	0018-98680000009 Test,	1	~				Sign Out
Welcome	Invoice & Payment	s Services	Usage Analys	is Profile	Inbox	Documents	
security Informat	ion				Quick Links		
Login:					Make a payment		
Password: Use two-factor auth	activities. No				View payment history		
Use two-ractor autr Secret Question:	nentication: No				View/edit payment opti	ons	
Secret Answer:					View latest invoice		
	curity information				View past invoices		
ontact Informati					View unbilled usage det     Add = Deefte	aits	
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Profile:

From the profile tab, you can modify information such as:

- Security Information
- Contact Information
- Additional Contacts
- Payment and Delivery

### Clearwave Fiber Electronic Invoice System



Welcome:

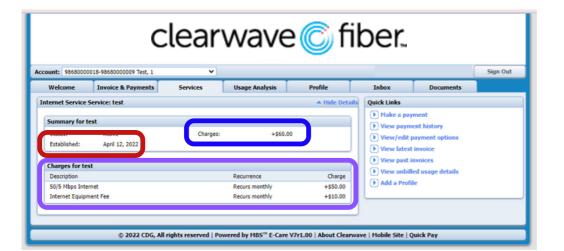
The welcome tab is a highlevel overview of your billing information. From the Welcome tab, you can:

- View Invoice
   Information
- Pay Current Invoice
- Edit Autopay Information

ount: 986800000	18-98680000009 Test, 1	*			_		Sign Out
Welcome	Invoice & Payments	s Services	Usage Analysis	Profile	Inbox	Documents	
tal Due Summary			Invoice History (4)		23 🗟 🔶 🗞	Quick Links	
st Invoice Amount:	+\$216.00			Invoice Date	Amount	1 Make a pay	ment
ecent Payments:	+\$0.00		View Invoice	07-18-2022	+\$216.00	View payme	ent history
ecent Adjustments:	-\$216.00		View Invoice	06-18-2022	-\$38.00	▶ View/edit p	ayment options
fotal Due:	+\$0.00	Pay Now	View Invoice	05-18-2022	-\$38.00	View latest	invoice
iotal Due.	+\$0.00	Pay Now	View Invoice	04-18-2022	+\$72.00	View past in	nvoices
nvoice Summary						View unbill	ed usage details
Invoice Date: J	uly 18, 2022 🗸 🗸	View Invoice				Add a Profi	le
						<	
Previous Balance:	-\$38.00		Payments (0)		D3 🗟 🔶 🔶 🔇		
Payments: Adjustments:	+\$0.00 +\$38.00			Invoice Date		A	
Aujustments:	+\$38.00		Payment Date	Applied Am	ount Status		
Balance:	-\$76.00						
Monthly Service Char	nes: +\$216.00						
Usage Charges:	+\$210.00 +\$0.00						
Other Charges and Cr							
Government Fees and							
Total Current Char	ges: +\$216.00						
	+\$216.00						

Invoices & Payments: From the invoices and payments tab, you can view:

- Total Balance Due
- Invoice Summary
- Previous Invoices
- Payment History



#### Services:

From the services tab, you can view:

- Established Date
- Recurring Charges
- Breakdown of Charges

### Clearwave Fiber Electronic Invoice System

Account: 986	580000018-98680000009 Test, 1	clear	wave	e©f	iber.		Sign Out
Welcome	e Invoice & Payments	Services	Usage Analysis	Profile	Inbox	Documents	
Email Inbox Email Messa	ges (1) Subject	Email Addre	55	Created	Da 印 中 「 Time		
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#### <u>Inbox:</u>

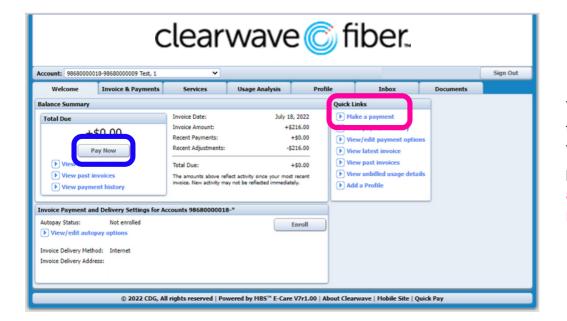
From the inbox tab you can view any emails sent in regards to your billing

	(	clear	wave	e©f	iber.		
Account: 98680000	018-98680000009 Test, 1	~					Sign Out
Welcome	Invoice & Payments	Services	Usage Analysis	Profile	Inbox	Documents	
Attachments						Quick Links	
Documents (0) Description	Filter	Related Service		Modified Time	23 9 ÷ ÷ (	<ul> <li>View/edit p</li> <li>View latest</li> <li>View past in</li> </ul>	ent history ayment options invoice ivoices ed usage details

#### Documents:

From the Documents tab, you will have access to any documents that reside on your account

## Making a Payment



To make a payment, select the Pay Now option. You can also make a payment by selecting Make a payment from Quick Links on any tab.



#### Clearwave Fiber Electronic Invoice System

Make a Payment		
Payment Details		
Payment Method:	Credit Card	~
Total Dura	1 224 6 00	
Payment Amount:	+\$216.00	\$
Name and Addres		
First Name:		
Last Name:		
Address:		
Zip:		_
	Continue	Close

Once you have filled out the Payment Amount, verify the address and select Continue.

Input your card information and select PAY to process

the payment.



PAY 216.00 USD

## Auto Pay

#### Payment Options

If you wish to start or change your automatic billing payments, please check the checkbox below and enter your payment information. If you wish to stop automatic billing payments, simply uncheck the checkbox.

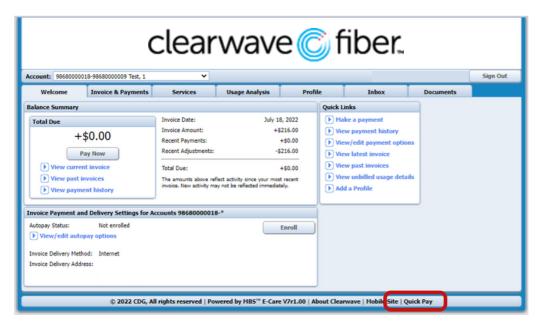
Please note: This will affect all of your accounts beginning with 98680000018-

☑ I. Maggie McDaniel, authorize Clearwave Communications to a tomatically debit my account for future invoices for the total amount oue specified on the invoice. This authorization is to begin August 10, 2022 and remain in effect until I explicitly request Clearwave Communications to stop automatic debits. I understand that my account will be debited monthly.

Payment Method	
Payment Method:	Credit/Debit Card V Edit Details
Credit Card Details	
Card Number: Expiration:	August V 2022 V
Billing Information	
First Name: Last Name:	
	Save Close

Select "View/edit autopay options" from the Welcome or Profile tab. From there, select the check box to authorize autopay. Click Edit Details to add card information or a bank draft. Once you are complete, select save to finish setting up autopay.

## Clearwave Fiber Electronic Invoice System



#### <u>Quick Pay:</u> You can also select quick pay to set up a shortcut payment location

Quick Pay Identification Details					
Authentication Type: Two Factor Authentication					
Please enter your email address or 10 digit phone number to identify your account, and enter the authentication code you receive in email/text.					
Email/Phone: Authorization Code:					
Submit Send New Code Close					

## Quick Pay:

This will ask you for input either your email or phone number where you will receive an authorization code to input. Select submit to move forward.

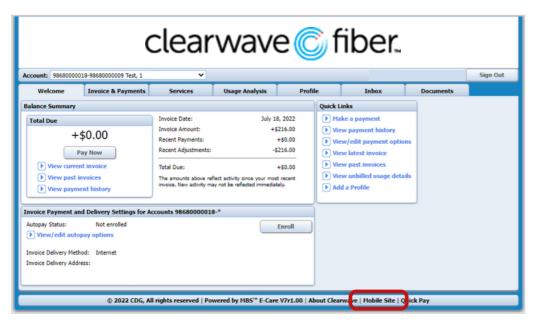
Payment Details		
Payment Method:	Credit Card	~
Total Due:	+\$60.00	
Payment Amount:	+\$60.00	\$
Email Notification		
Email Address:		
Name and Addres		
Name and Addres First Name:		
First Name:		
First Name: Last Name:		

	×
VISA 🚭 📷 🕬 🕬	
Card Number is required Expiration Date(MMYY) *	CVV2 *
PAY 60.00	USD

<u>Quick Pay:</u> Verify your information and select continue to move forward.

#### <u>Quick Pay:</u> Input your card information and select pay.

## Clearwave Fiber Electronic Invoice System



Ecare Mobile:

You can access the mobile version by selecting mobile site or logging in on your mobile device.



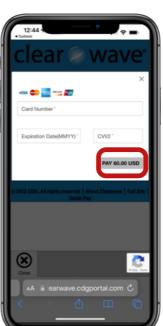
Ecare Mobile: Type in your login and password. Select login to continue.



Ecare Mobile: Select view invoice to populate your latest bill details. Click pay now to make a payment.



Ecare Mobile: After selecting "pay now", verify your account information and select continue.



Ecare Mobile: Fill in your card information and select pay to complete your payment.