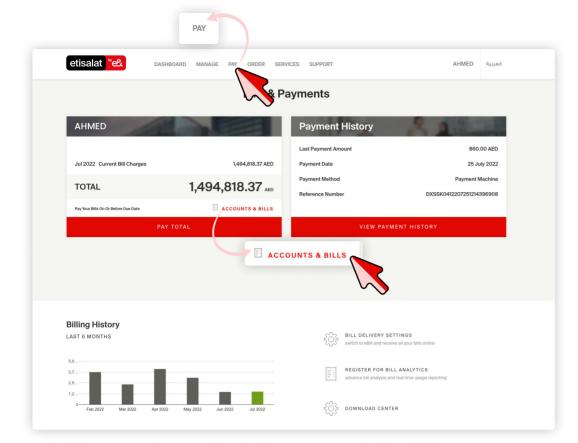


Guide to Download Bills

Simply follow the easy steps below

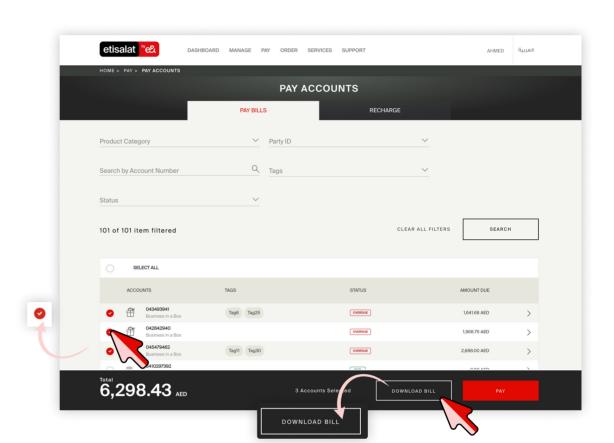


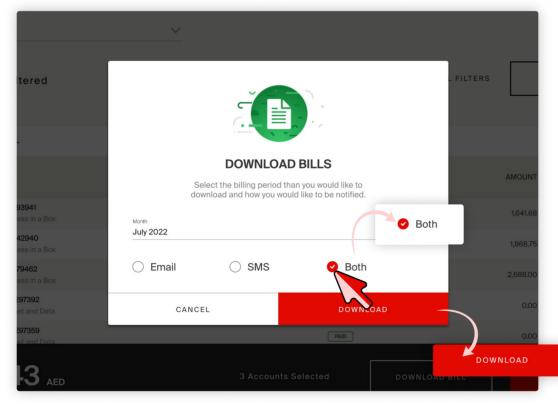
Step 1:

Log in and go to the 'PAY' tab and select 'ACCOUNTS & BILLS'

Step 2:

Choose the accounts and select 'DOWNLOAD BILL'



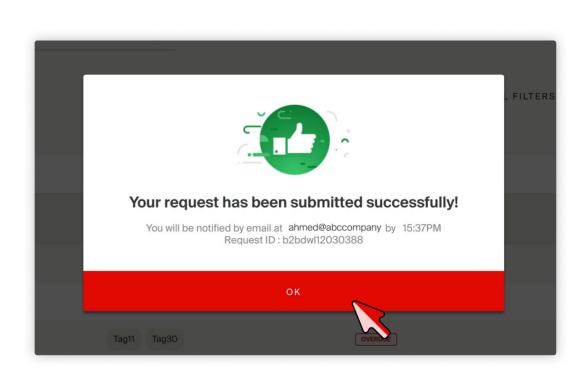


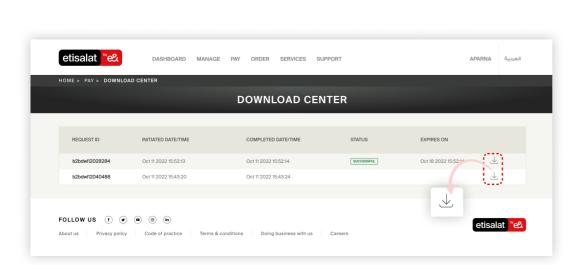
Step 3:

Choose 'BILL PERIOD'.
Choose notification type
EMAIL,SMS or BOTH, and
Select 'DOWNLOAD'

Step 4:

You will recieve the email notification with the link to download the bills





Step 5:

Follow the link you received to download the bills from the 'DOWNLOAD CENTER' page