

# WELCOME TO GREENWASTE'S NEW ONLINE PAYMENT PORTAL

By popular request, GreenWaste has recently upgraded our online payment portal to offer customers an easier, more efficient way to manage your online account. Our new online payment portal now allows you to: pay your bills (one-time or recurring); change your invoicing options; adjust your cart/bin size; and communicate directly with our offices. To make things even easier, we have included complete directions to help you set up your online account and use our new portal.

greenwaste | a brighter shade of green

Account Access Login

Username:

Password:

Login

First Time? Click here to register.  
Forgot your password? Click here for assistance.  
Waiting for your confirmation email? Click here to resend.

Accessing your account is safe and easy.

Signing in the first time takes an extra minute and requires your **NEW account number** and the phone number on file for your account. We will not share your personal information.

Once you log in, you can:

1. Pay a bill
2. Confirm your collection day(s)
3. Review your services
4. Add services (additional pickups, cleanup service, e-waste collection, etc.)

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To access our new online payment portal you can:

Go to [www.greenwaste.com](http://www.greenwaste.com) and find the PAY ONLINE link.

or

Go to <https://portal.greenwaste.com> to enter the payment site directly.

Click on the **"CLICK HERE TO REGISTER"** link.

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First Name

Last Name

Email

Confirm Email

User Name

Desired Password

Confirm Password

Security Question

Security Question Answer

Servicing Company

Customer ID

Leading zeros are not required

Please confirm your account authenticity with either the phone number on file or last invoice number.

Phone Number

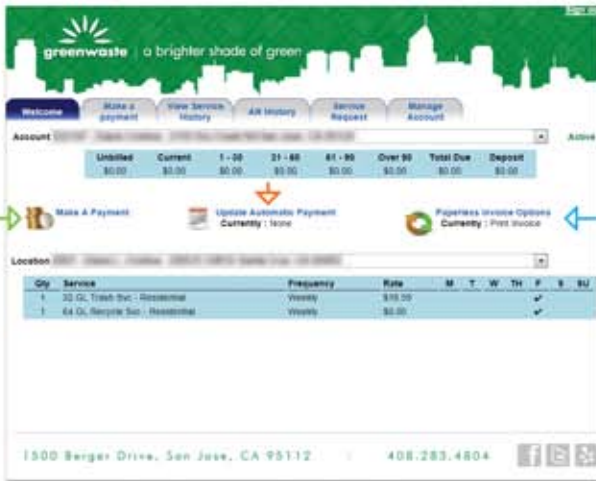
Invoice Number

Leading zeros are not required

Register Reset Return To Login

In order to set-up your account, you will need to have your most recent invoice, which includes your new Customer ID that is required to establish your account profile.

For your security purposes, you will need to have **either your most recent invoice number or the phone number attached to your account.**



Once your account is active, the **WELCOME SCREEN** shows:

- Your current services and service levels
- Your regular service day(s)
- Your account balance and charges for services

From the welcome screen, you can also quickly navigate to:

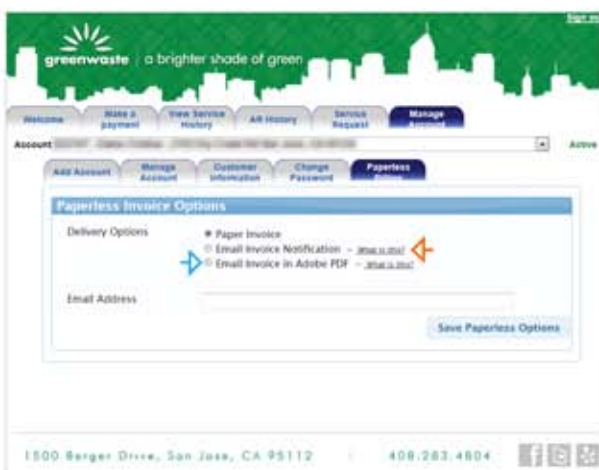
- **MAKE A PAYMENT**
- Set up **AUTOMATIC PAYMENTS**
- Opt to receive **PAPERLESS INVOICES**



On the **PAYMENT SCREEN**, you can either set-up recurring payments or make a one-time payment.

After setting up recurring payments, your credit card or debit/checking account will be automatically charged for each billing period.

If you choose to make a one-time payment instead, you can also select an option for our system to securely store your credit card information for use in future transactions.



**GO GREEN** in 2013! Help us protect the environment. In the **"MANAGE ACCOUNT"** section, you can sign-up for paperless billing and choose to either receive an email:

- with a **PDF of your invoice attached**; or
- **notification that your invoice is ready**, with a link to log onto your account.

If you have any questions about our online portal, please contact us at 408.283.4804.