

# eStatement Quick Reference Guide

We have made registering for eStatements quick and easy.  
Just follow four simple steps!

## 1 Create Your eStatement Account

Go to: <https://secure.welcomelink.com/estatements/mg/rg>  
Enter the basic account information from your most recent statement.

We have made registering for e-Statements quick and easy.  
You will need a copy of your most recent statement to register. Information from your statement will help us verify your account.

**Contact Information**

\* First Name:   
\* Last Name:   
\* Email:  (will be your login ID)  
\* Confirm Email:   
\* Phone:

**Account Information**  
Please enter your information exactly as it appears on your current statement.

Note: If you have multiple accounts, enter information for the first account, then click the "Add Additional Account" link. If you only have one account to register, enter the account information and click "Continue."

**Account 1**

\* Name:   
\* Account Number:   
\* Street 1:   
Street 2:   
\* Zip/Postal Code:   
\* City:   
\* State/Province:

Add Additional Account

## 2 Verify Your Email Address

Next, you will receive a verification email. Click on the link in the email to verify your email address and complete your eStatement registration.

John Doe,

Thank you for signing up for eStatements.

To complete the registration process, please [verify](#) your email address. You will be redirected to our website to complete the registration process.

Your login is [johndoe@email.com](mailto:johndoe@email.com).

If you are unable to view the "Verify" hyperlink, please copy and paste the following link into your internet browser:  
<http://secure.uhlig.com/eStatements/signup2.cfm?mg=CS&eStatementUserGUID=1GG26AB8B-345742-5D76-61DB3-A5500E7D4877D6>

Thank you,

Uhlig eStatement Customer Service  
Phone: (866) 428-0800  
Email: [team@uhlig.com](mailto:team@uhlig.com)

Please add [estatements@uhlig.com](mailto:estatements@uhlig.com) to your Safe Senders List to ensure delivery of your eStatements.

## 3 Complete Your Security Set-Up

After we have verified your email address, you will be asked to set up a security question and create your password.

**Security Information**

\* Question:   
\* Answer:   
\* Password:   
\* Confirm Password:

## 4 View Your Statements

Click on the PDF icon to view your statements. Each month you will receive an email when your latest statement is ready for viewing.

**Account Information**

John Doe  
54321 Main Street  
Phoenix, AZ 85028

Current Statement - As of Date: 03/17/12

**Available Statements**

- 2012 March
- 2012 February
- 2012 January

DATE	REFERENCE	DESCRIPTION	CHARGES	CREDITS	BALANCE
02/28/2012		PREVIOUS BALANCE			60.00
02/28/2012	AM Chg	ASSESSMENTS- MONTHLY	111.00		111.00
02/28/2012	Pay	Lic&vs Pmt. 00001214		-111.00	0.00
02/28/2012	AM Chg	ASSESSMENTS- MONTHLY	111.00		111.00
02/28/2012	Pay	Lic&vs Pmt. 00001214		-111.00	0.00
02/28/2012	AM Chg	ASSESSMENTS- MONTHLY	111.00		111.00
02/28/2012	AM Chg	ASSESSMENTS- MONTHLY	111.00		111.00
02/28/2012	Pay	Lic&vs Pmt. 00001214		-111.00	0.00
02/28/2012	AM Chg	ASSESSMENTS- MONTHLY	111.00		111.00

Contact Customer Support at (866) 428-0800 to set up your account now! Or email: [team@welcomelink.com](mailto:team@welcomelink.com)

# Convenient, Secure eStatements from FirstService Residential

**FirstService Residential is happy to announce that you can now receive your monthly maintenance bill electronically!**

FirstService Residential's new eStatement program is:

- **Convenient.** Check eStatements anytime, anywhere. Simply log in and view up to 12 months of complete online statements.
- **Secure.** Choosing eStatements protects users from potential fraud and identity theft by eliminating unnecessary paper statement mailings that include personal account information.
- **Green.** eStatements reduce paper consumption and carbon footprints, making them the better environmental option.

**Register now at <https://secure.welcomelink.com/estatements/mg/rg>**

## eStatements Frequently Asked Questions

**Q:** What happens if my email address changes or is discontinued for any reason?

**A:** If your email address changes or is discontinued, you will need to log in to the website and update your account information. Click on "My Account" and update your email address. A verification email will be sent to your new email account and eStatement delivery will continue normally.

**Q:** What if I have multiple accounts?

**A:** You may register all your accounts with one login. Make sure to have all of your account information available when you register, then click "Add Additional Account" until all accounts are set up.

**Q:** What if I forget my login password?

**A:** Visit the eStatements website and click on "Forgot Your Password?" A password reminder will be sent to your email account.

**Q:** Is the website secure?

**A:** The eStatement website uses modern encryption technology and is VeriSign Trusted. For more information about encryption security, please visit <https://trustsealinfo.verisign.com>.

**Q:** Who do I contact if I have questions?

**A:** If you have questions regarding your account or the contents of your statement, call FirstService Residential's Customer Care Center at (212) 634-8911. For technical support with the website or creating your login, call (866) 428-0800, or email [team@welcomelink.com](mailto:team@welcomelink.com).