Sign up for E-Statement by following these **safe**, **secure** & **simple** steps:
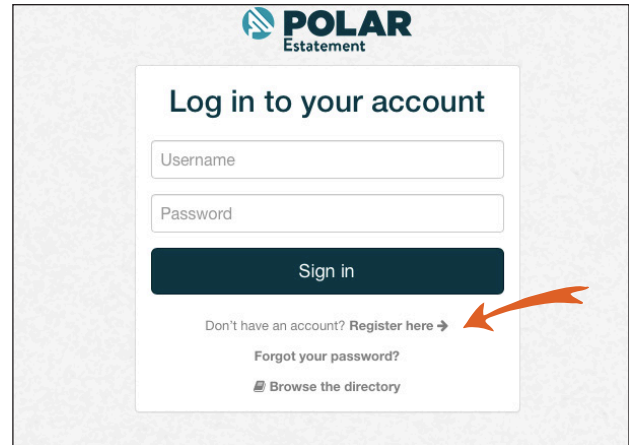
Step 1:
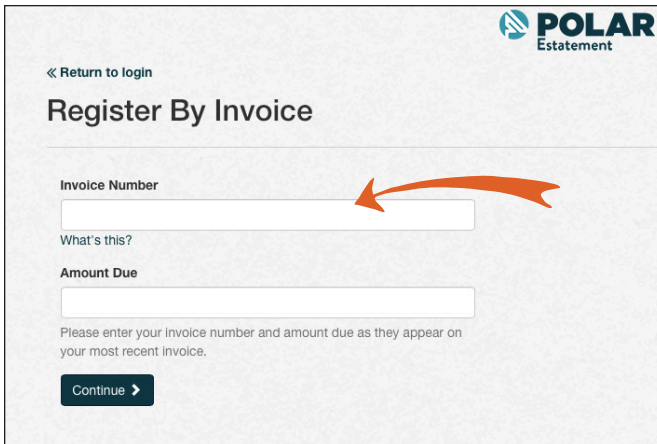Go to www.thinkpolar.com and click on E-Statement

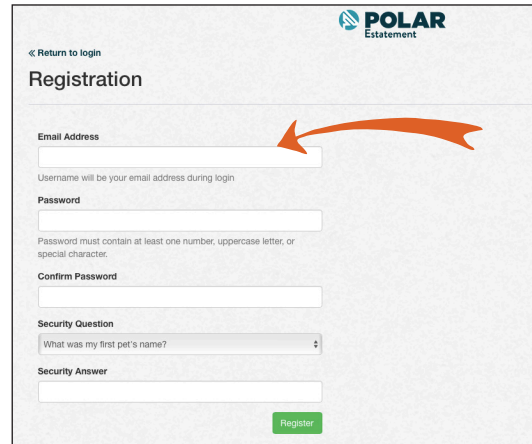## Step 2:
Click on Register here.

Step 3:
Type in the invoice number and amount due from your most recent bill. Click Continue.

Step 4:
Enter your email address and create a password and confirm it for your account. Select a security question/answer. Click Register.
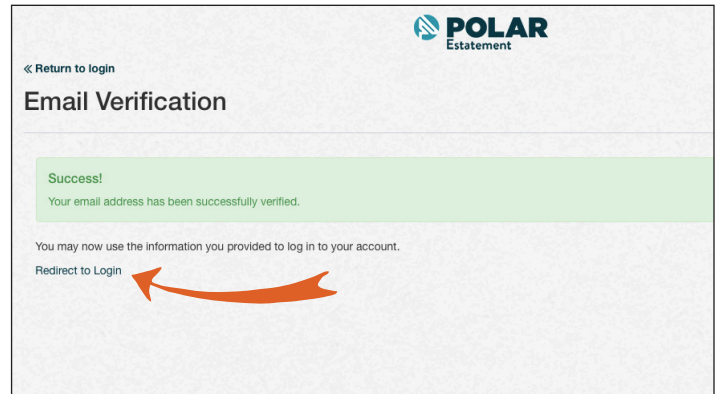

Step 5:
You will see a confirmation screen that your account has been successfully created. Check your email for a message from billing@polartel.com with the subject line: Confirm Registration. Click on the link in the email to activate your account.
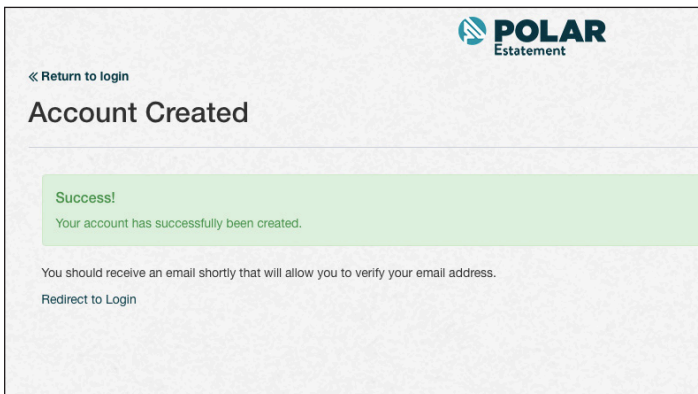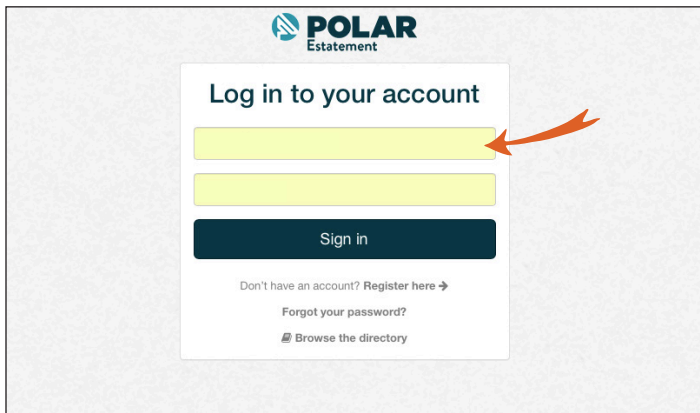

Step 6:
Once you click on the link in the email you will be brought to this Email Verification screen. Click Redirect to Login.

Step 7:

Enter the email address and password you set up in step 4. Click Sign in.

Log in to your account

Sign in

Don't have an account? **Register here →**

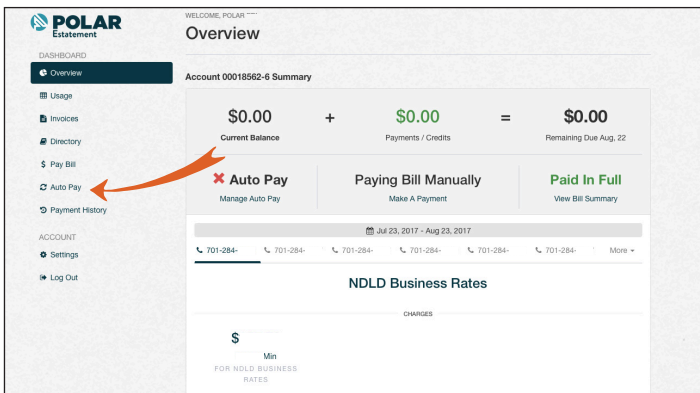Forgot your password?

📖 Browse the directory

SUCCESS!

You have successfully signed up for E-Statement! You will now be able to access your account online each month to view your bill and make a payment. You will receive an email each month notifying you when your bill is ready to view.
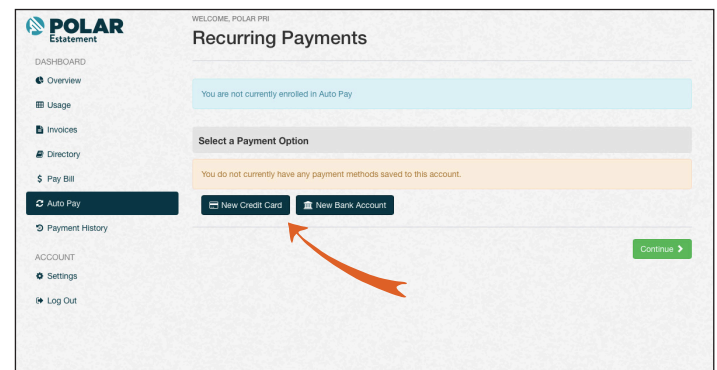
Making a payment:

Step 1:

One you're signed in you will be able to see an overview of your account and make changes. Click on Auto Pay to set up an automatic monthly recurring payment. Click on Paying Bill Manually to make a one-time manual payment.

Overview

Account 00018562-6 Summary

| $0.00 | + | $0.00 | = | $0.00 |
| Current Balance | | Payments / Credits | | Remaining Due Aug, 22 |

❌ **Auto Pay**
Manage Auto Pay

Paying Bill Manually
Make A Payment

Paid In Full
View Bill Summary

📅 Jul 23, 2017 - Aug 23, 2017

NDLD Business Rates

Step 2:

Click on New Credit Card or New Bank Account depending on which payment method you'd like to use. A window will open allowing you to enter the appropriate payment information. Please Note: There will be a 3% processing fee per transaction for any payment received by credit card. This is for credit card payments only. Cash, check, and electronic payments through your bank will not have a fee associated.

Recurring Payments

You are not currently enrolled in Auto Pay

Select a Payment Option

You do not currently have any payment methods saved to this account.

New Credit Card | New Bank Account

Paperless Billing:

To stop receiving a printed bill in the mail each month, click on Settings then General. Select Web bill only to change your preferences.

Manage Your Settings

👤 Account ⚙ General 💳 Payment

Invoice Preferences

Changing invoice preferences will only be applied to the current billing account:

You are currently signed up to only receive paper bills.

○ Paper bill only
○ Paper bill and Web bill
◉ Web bill only

Change Preference