

### **Manage Your Account Online**

The Access My Account feature makes it easy to manage your Cablelynx Broadband account online, at your convenience. Once you set up your account online you can:

- 1 Access your current and previous monthly statements
- 2 Manage paperless billing and auto draft options
- 3 View your data usage
- Set up electronic signatures for account agreements, earning bigger discounts on your monthly service
- 5 Phone customers can view Call Detail reports

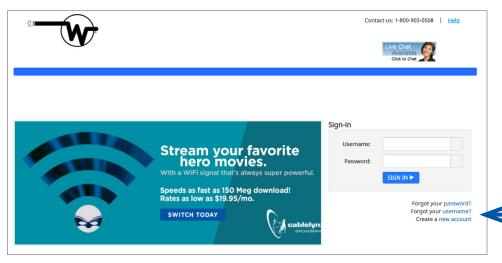
Setting up your online account will only take a few minutes. <u>Before you get started, make sure you have the following information readily available</u>:

- » Your account number (find your account number on a billing statement or by contacting customer service at 800-903-0508)
- » The last 4 digits of the social security number of the primary account holder

#### Start Here -

Start at cablelynx.com - then click the Access My Account button. Once your account is set up, you can access it through this button.





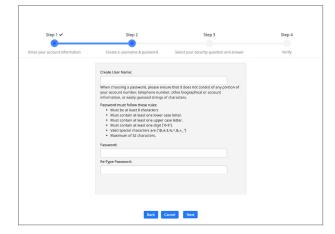
Click the link to Create a new account

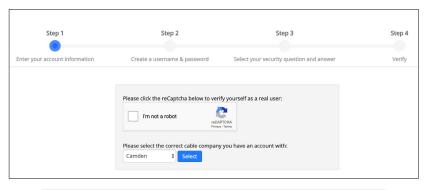
#### **Step 1: Account Verification**

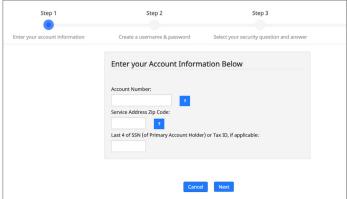
First, you'll be asked to verify that you are a human (not a robot) and select your cable company.

Next, you'll enter your Account Number (without the dash) zip code for your service address, and the last 4 digits of the account holder's social security number.

Then click the Next button.





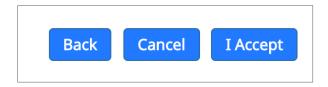


## Step 2: Create your username and password

Make sure your password meets the security requirements shown on-screen.

# Step 3: Set your security question

Use the drop down menu to choose the question, then enter your answer. Input the email\* where you'll want your password reminder sent, should you need it.





### Step 4: Accept the Terms & Conditions

Review the terms and conditions, then scroll to the bottom and click the I Accept button.

<sup>\*</sup>Please Note: when requesting to reset your Username or Password, the email address used to set up your account is required. If you do not remember the email you used and do not receive an email after making a reset request, you will need to create a new account.