

BCM ONE ONLINE BILLING NOTICE

BCM One has gone paperless and will no longer issue paper invoices. In order to view your invoice, you must enroll in our online billing portal. Please follow the instructions below and create your online account immediately.

Please follow the steps below to set-up your online billing.

1. Go to www.bcmone.com/portals

- Click on the second box titled "Online Bill" and click "Register Now." You will be prompted to complete a short form with the following information:
 - Account Number, Zip Code of the Billing Address in 5+4 format, and Your Name

2. An email will be sent to the primary billing contact or primary customer contact on file.

- Please note – if this is not you, that person will need to forward that email to you to complete the process.

3. The email will contain a link to complete your profile and set your password and security questions.

- You will, by default, be sent an email when your monthly invoice is ready to be viewed, but if you wish to opt out of bill notifications (and/or add others to these notifications), you can do so on this screen.

If you have questions or need assistance, please contact the BCM One Billing Team at billingticket@bcmone.com.

Thank You,
The BCM One Billing Team