

A Publication of Haviland Telephone Company, INC.

## Paperless Bill Credit

April 22nd is Earth Day! Haviland Telephone Company is now offering a \$1 credit on your monthly phone bill for choosing not to receive a paper bill. Paperless billing helps the environment by reducing waste. It also helps cut some of the cost of printing. We want to pass some of these savings on to you. **To get the credit, you need to sign up for E-bill and opt out of paper billing.** 



E-bill sends a message to the email account of your choice around the first of the month, letting you know your bill is ready to be viewed. By signing in, you can manage and pay your bill online. Registering or being registered for E-bill will not automatically sign you up for the \$1 credit, you will have to opt out of receiving a bill through the mail.

To opt out of a paper bill, simply go to www.havilandtelco.com, click "My Bill" and sign in. If this is your first time using E-bill, you will need to register. If you need any help registering, please call one of our offices.

Once you sign in, if you have not already opt-ed out of receiving a paper bill, the following prompt will be displayed at the top of your screen. Simply check the circle and click "Apply".

→ • • I no longer wish to receive a bill through the mail. Sign me up for the monthly \$1 E-bill only discount.
Apply

While in your E-bill account, you can opt out of a paper bill at any time by selecting "Change Profile" (located along the top of the screen, see picture below) and making the change from there. You will need to be sure to click the "Apply" button for the change to be complete.

Return to Haviland Telephone
Unbilled Usage Change Profile Pay Bill   Log Off

You can also choose not to receive a paper bill by calling our office. You will still need to sign up for E-bill, however we can set your account up for paperless billing for you. Please keep in mind, if you choose not to receive a paper bill, you will still get an email reminder and can see your bill online.

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Connecting the World Haviland Office 104 N Main, Haviland 620-862-5211 or 800-339-8052 Conway Springs Office 211 W. Spring 620-456-2211 or 800-287-7905 Office Hours: Monday - Friday 8:00 AM - 5:00 PM Office Closed Saturday, Sunday and Holidays www.havilandtelco.com

**For Service After Hours Call:** Haviland Office - 800-339-8052 Conway Springs - 800-287-7905

## \*<u>APRIL</u> <u>REMINDERS</u>\*

**High School Seniors:** see your school counselor to apply for the HTC Scholarship.

**Qualifying applicants:** apply for Lifeline/Link-Up to help with the monthly cost of your phone bill. Apply by April 29th to double your first months' savings.

Don't forget to file your taxes by the **April 18th** deadline.

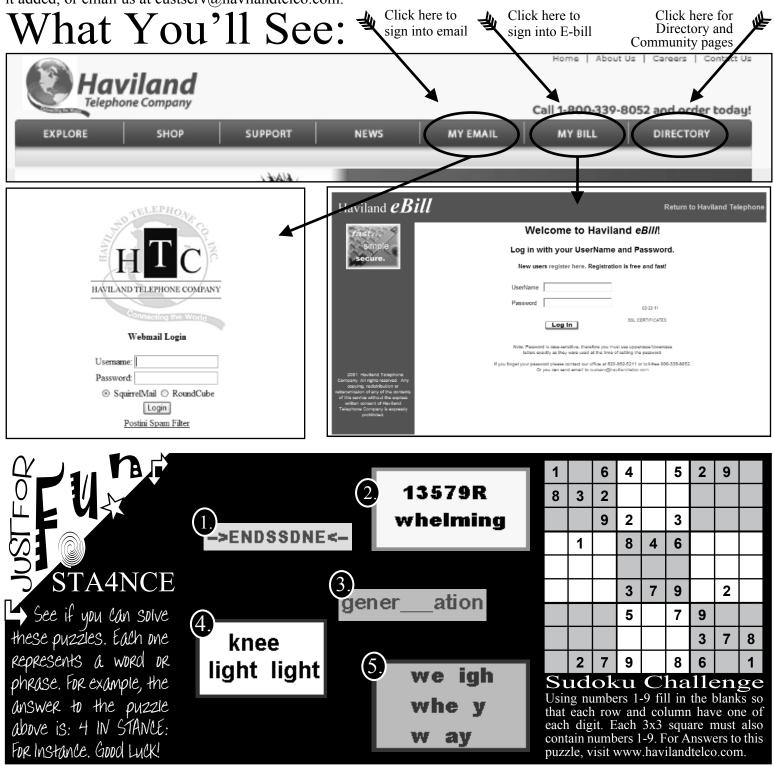
## Visit Our New and Improved Web Site: www.havilandtelco.com

Haviland Telephone Company's web site has a new look. While the new site may take some getting used to, we hope that overall, you find it more informative and easier to navigate.

Some of the new features include an all new layout, online shop to order service, and answers to frequently asked questions. You can still find information about our company, services we offer, links to other web sites in our communities, past newsletters and more.

Signing into your E-bill and/or email account has also, changed slightly. (see pictures displayed below.)

Community web site links have been moved to the "Directory" page, providing one-stop access to each town's local information. If you have a web site you would like added to your community page, please call one of our offices to have it added, or email us at custserv@havilandtelco.com.



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