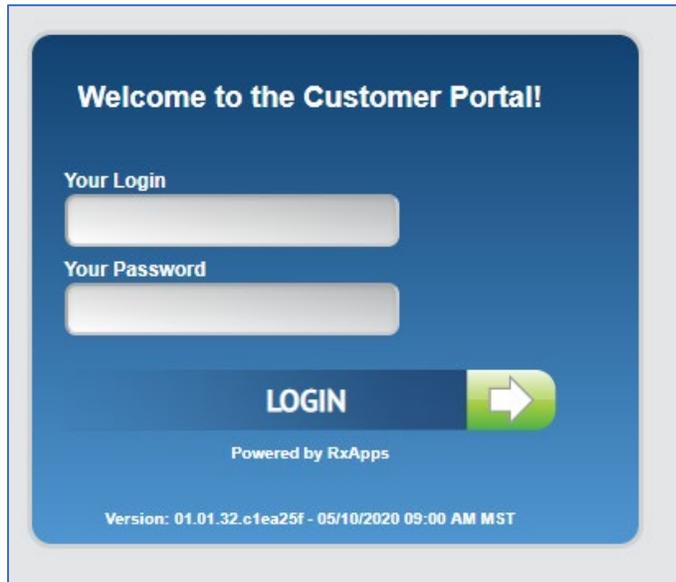


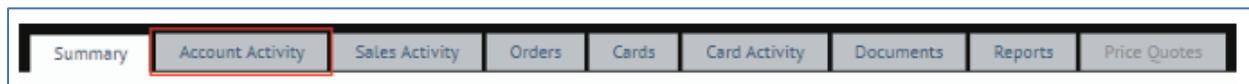
How to Download and View a Fleet Fueling Invoice from Viewfuel.com

1. Visit viewfuel.com and input your log-in credentials

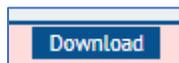


The screenshot shows a login portal with a dark blue background. At the top, it says "Welcome to the Customer Portal!". Below that are two input fields: "Your Login" and "Your Password". A prominent "LOGIN" button with a green arrow is positioned below the password field. At the bottom, it says "Powered by RxApps" and "Version: 01.01.32.c1ea25f - 05/10/2020 09:00 AM MST".

2. Once you are logged in, locate and click on the gray "Account Activity" button.



3. Find the invoice that you want to download. Once found, click on the blue "Download" button on the same row.



IMPORTANT NOTE: If a row is highlighted in red, this indicates that this invoice has not been paid in full yet and your account carries a balance.

4. The invoice will be downloaded in a PDF format.