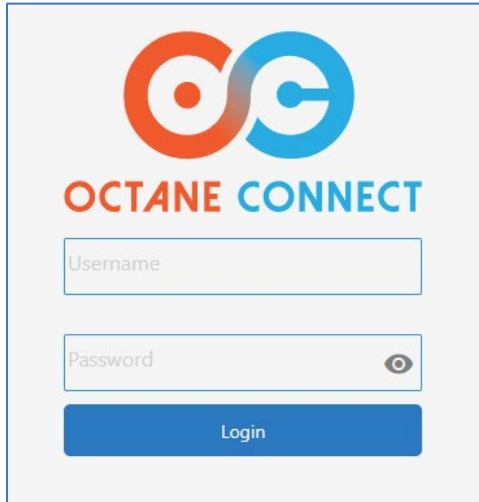


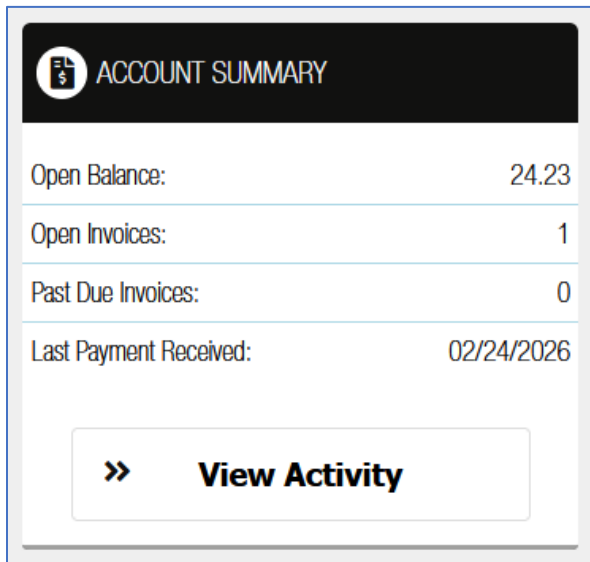
How to Download an Invoice from Octane

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



The screenshot shows the Octane Connect login interface. At the top is the Octane Connect logo, which consists of two interlocking circles, one orange and one blue. Below the logo, the text "OCTANE CONNECT" is displayed in orange and blue. There are two input fields: "Username" and "Password". The "Password" field has a small eye icon to its right. Below the input fields is a blue "Login" button.

2. Once you are logged in, locate and click on the “View Activity” button.



The screenshot shows the "ACCOUNT SUMMARY" page. At the top left is a circular icon with a dollar sign and a minus sign. The text "ACCOUNT SUMMARY" is displayed in white on a black background. Below this is a table with the following data:

Open Balance:	24.23
Open Invoices:	1
Past Due Invoices:	0
Last Payment Received:	02/24/2026

At the bottom of the page is a button with a right-pointing arrow and the text "View Activity".

3. Find the invoice that you want to download. Once found, scroll all the way to the right to see the Document column. The numbers within the blue button share the Invoice number. Once you have found the appropriate Invoice number that you want to download, click on its blue button under the Documents column to download the invoice in PDF format.