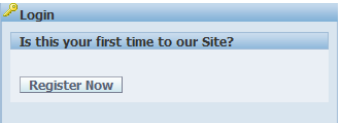


iReceivables Self Registration Guide

Step 1	Step 2	Step 3	Step 4	Step 5															
Start Registration	Select Organization (Account)	Select Location (Bill-To Sites)	Enter User Information (Contact)	Review Access Request (Confirmation)															
	<p>Please enter the details of the customer that you would like to request access to</p> <ul style="list-style-type: none">* Indicates required field <p>Identify Using <input type="text" value="Customer Number"/> <input type="button" value="v"/></p> <p>* Value <input type="text" value="Enter Customer No. here"/></p> <p>* Email Address <input type="text" value="Enter your email address here"/> <small>(Example: first.last@domain.com)</small></p> <p>* Re-enter Email Address <input type="text" value="Verify your email address here"/></p>	<p><input type="checkbox"/> Select All Locations</p> <table><thead><tr><th>Select</th><th>Organization</th><th>Customer Name</th><th>Customer Number</th><th>Address</th></tr></thead><tbody><tr><td><input checked="" type="radio"/></td><td>CA OU CAD TCS</td><td>Demo Account</td><td>67</td><td>1234 Canada Lan</td></tr><tr><td><input checked="" type="radio"/></td><td>US OU USD TCS</td><td>Demo Account</td><td>67</td><td>3600 Pammel Cr</td></tr></tbody></table>	Select	Organization	Customer Name	Customer Number	Address	<input checked="" type="radio"/>	CA OU CAD TCS	Demo Account	67	1234 Canada Lan	<input checked="" type="radio"/>	US OU USD TCS	Demo Account	67	3600 Pammel Cr	<p>Email Address <input type="text" value="email@yourcompany.com"/> <small>(Example: first.last@domain.com)</small></p> <p>Prefix <input type="text" value="v"/></p> <p>* First Name <input type="text"/></p> <p>Middle Name <input type="text"/></p> <p>* Last Name <input type="text"/></p> <p>Suffix <input type="text"/></p> <p>Phone Number <input type="text"/> <input type="button" value="v"/> <input type="text"/></p> <p>Country Code <input type="text"/> Area Code Number <input type="text"/></p> <p>* Password <input type="password"/></p> <p>* Confirm Password <input type="password"/></p>	<p>Email Address <input type="text" value="email@yourcompany.com"/></p> <p>Prefix <input type="text" value="v"/></p> <p>First Name <input type="text" value="Jane"/></p> <p>Middle Name <input type="text" value="Doe"/></p> <p>Last Name <input type="text" value="Doe"/></p> <p>Suffix <input type="text"/></p> <p>Phone Number <input type="text" value="999 999-9999 101"/></p> <p>Customer Details</p> <p>Account Number <input type="text" value="67"/></p> <p>Name <input type="text" value="Demo Account"/></p> <p>Location <input type="text" value="All Locations"/></p> <p>Terms and Agreement</p> <p><input checked="" type="checkbox"/> Contact details as entered are correct and I am an Authorized Agent of the customer listed above.</p>
Select	Organization	Customer Name	Customer Number	Address															
<input checked="" type="radio"/>	CA OU CAD TCS	Demo Account	67	1234 Canada Lan															
<input checked="" type="radio"/>	US OU USD TCS	Demo Account	67	3600 Pammel Cr															
<p>iReceivables Self Service Portal</p> <p>Click the Register Now button to begin Self-Registration</p>	<p>Enter the Oracle customer account and your email address. Your email address will be your User Name.</p> <p>The Oracle customer account can be located on a recent copy of an invoice or statement as show in the screen shots below.</p> <p>If you do not have a recent copy of an Invoice or Statement with an Oracle Account Number please contact iReceivables support</p>	<p>Select All Locations if you wish to access all Bill-to Sites for your account or select an individual Bill-To site if you wish to register a single site.</p> <p>You may add or remove accounts or specific sites once logged into iReceivables via the Manage Customer Account Access link.</p>	<p>Enter your contact information. We recommended entering First Name, Last Name and Phone Number.</p> <p>Enter a password. Password must be at least 8 characters long.</p>	<p>Review information entered.</p> <p>Confirm Contact Information.</p> <p>Validate Customer Details</p> <p>Select the check box to acknowledge that you are an authorized agent of the customer account selected.</p>															

Oracle Customer Account Number on Invoice or Credit Memo

Page 1 of 1

Invoice

Invoice Number	<input type="text"/>
Invoice Date	<input type="text"/>
Customer No.	12345678
Reference No.	<input type="text"/>
Internal Account	<input type="text"/>
Payment Terms	<input type="text"/>
Payment Due Date	<input type="text"/>
Discount Date	<input type="text"/>
Customer Tax ID	<input type="text"/>
Inco Terms	<input type="text"/>
Supply Location	<input type="text"/>
Shipping Method	<input type="text"/>
Tracking No.	<input type="text"/>
Freight Terms	<input type="text"/>
Bill of Lading	<input type="text"/>

<https://www.tranetechnologies.com/customer>
CERTifyTax - for submittal of tax exemptions certificates.
iReceivables - access invoice copies, account balances & make payments.

Oracle Customer Account Number on Monthly Statement

Page 1 of 1

MONTHLY STATEMENT

Statement Date:	30-NOV-20
Entity:	<input type="text"/>
Customer Number:	12345678
Internal Account:	<input type="text"/>