



DirectAccess

Now you can pay your bills and access your important documents online.



Attn: Accounts Payable

Dear Valued Customer,

Every minute of time saved is time back in your day, that's why LafargeHolcim in the US has introduced our new DirectAccess Customer Portal and e-invoicing. These tools allow you to better manage your payments, invoices, statements, BOLs and ticket data, all online and at your fingertips.

Go paperless with us and access your account from anywhere online. Signing up for your account is simple and secure. Just follow these steps:

1. **Select an administrator** to manage your company account.
2. **This administrator should visit www.directaportal.com and click Register.** The administrator will then be prompted to enter their information and customer number.
3. **Your DirectAccess account will be ready to use in as little as one day.** The administrator will receive an email notification from our customer service department when the account is ready.
4. **Now that your company has registered for DirectAccess, it's time to log in and sign up for e-invoicing.** Your administrator should visit www.directaportal.com, log in, then go to *My Company > Invoice Settings and Select Email*. They can enter up to five email addresses to receive invoices right in their inbox. If they'd rather sign up by phone, they can call 1-855-339-4900 to speak with a customer service representative.

Don't wait - sign up and start saving time with DirectAccess and e-invoicing today!

Sincerely,

Brian Rand,
DirectAccess Portal Manager

DirectAccess



Pay your bills online



Check your account balance



Access BOL & ticket data



Access electronic copies of signed tickets

e-invoicing



Get your invoices delivered direct to your inbox



Receive faster notifications

Sign up today!

www.directaportal.com

