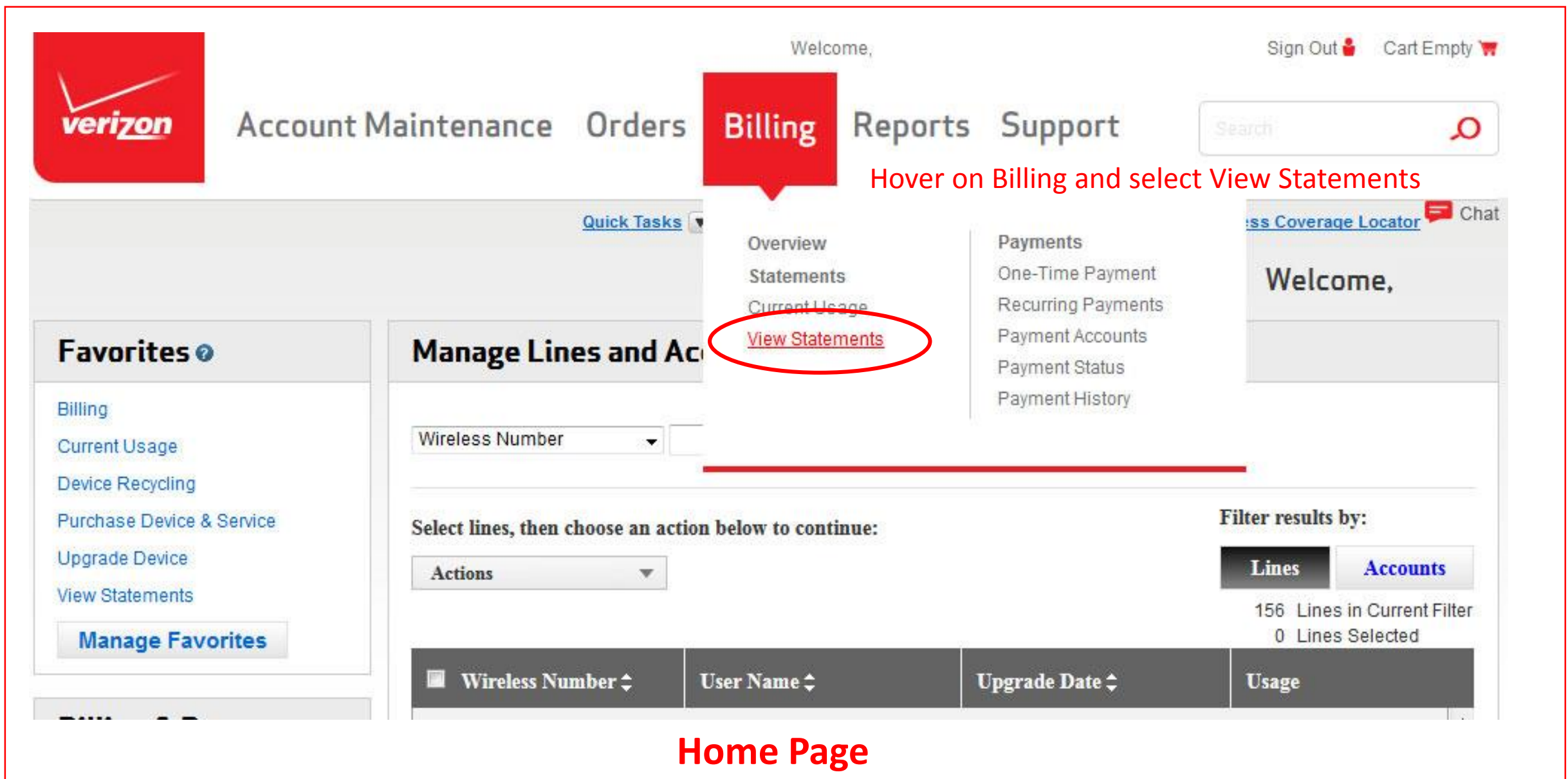


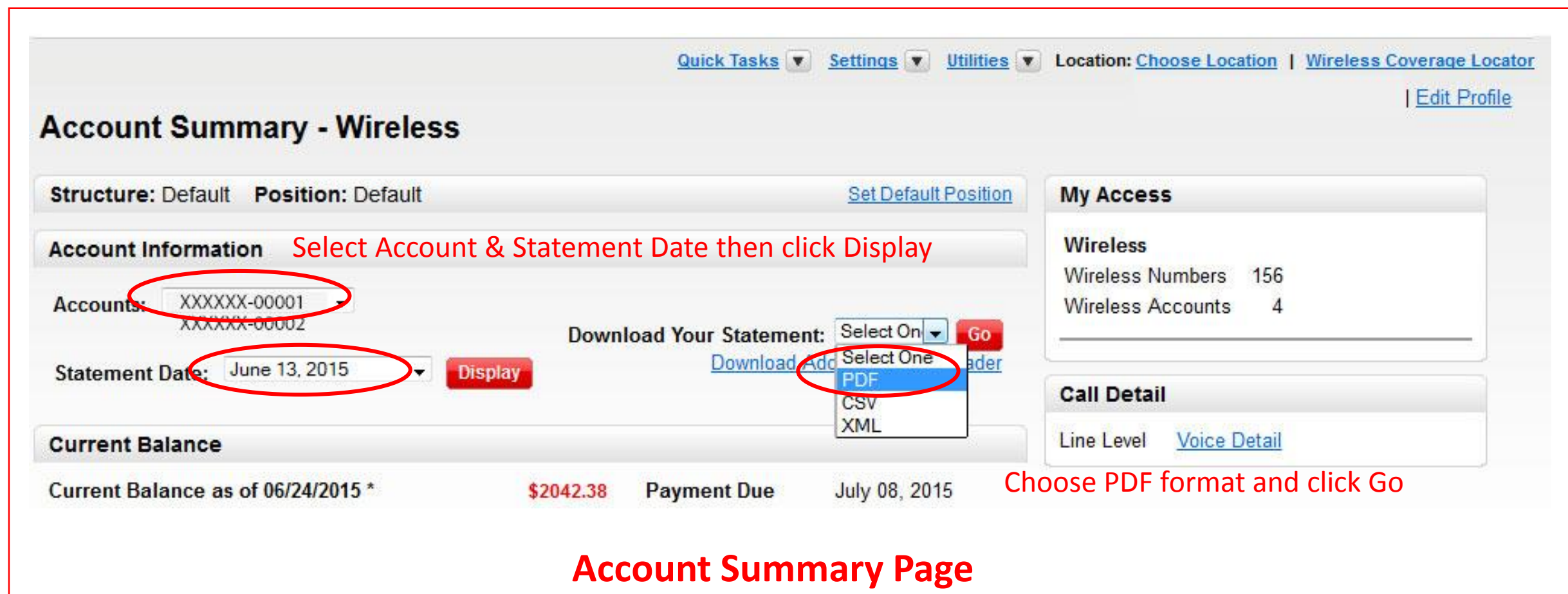
# Verizon My Business PDF Download

(Next Page For Verizon Enterprise Center)



The screenshot shows the Verizon My Business Home Page. At the top, there is a navigation bar with the Verizon logo on the left and links for Account Maintenance, Orders, Billing, Reports, and Support. The 'Billing' link is highlighted with a red callout box and a red arrow pointing to it, with the text 'Hover on Billing and select View Statements' next to it. Below the navigation bar, there is a 'Quick Tasks' dropdown menu. In the center, there is a 'Manage Lines and Accounts' section with a 'Wireless Number' dropdown menu. Below this, there is a 'Select lines, then choose an action below to continue:' section with an 'Actions' dropdown menu. To the right of this section, there is a 'Filter results by:' section with 'Lines' and 'Accounts' buttons. Below the filter section, there is a table with columns for 'Wireless Number', 'User Name', 'Upgrade Date', and 'Usage'. The 'View Statements' link in the 'Quick Tasks' menu is circled in red.

Home Page



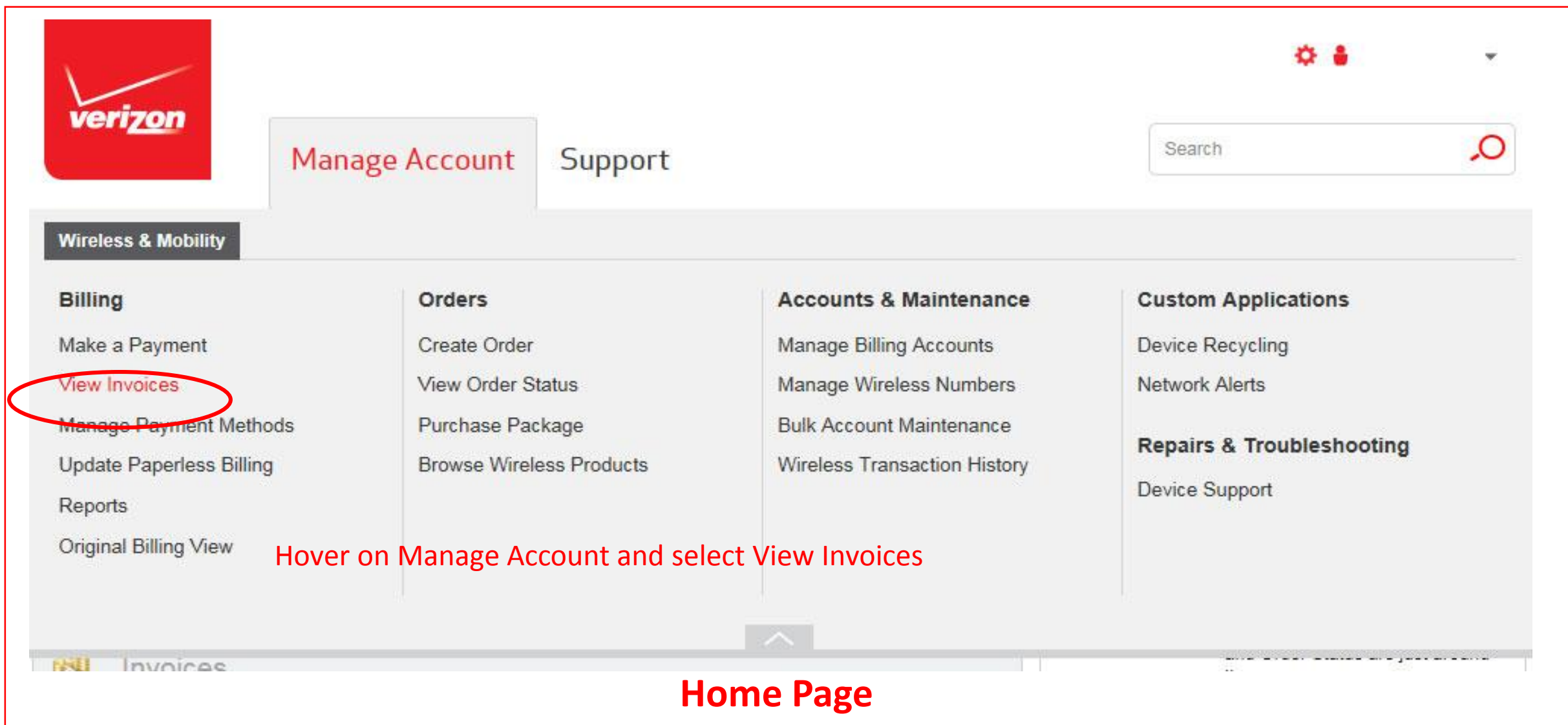
The screenshot shows the Verizon My Business Account Summary Page. At the top, there is a navigation bar with links for Quick Tasks, Settings, and Utilities. Below the navigation bar, there is a 'Structure: Default Position: Default' section with a 'Set Default Position' link. The 'Account Information' section is highlighted with a red callout box and a red arrow pointing to it, with the text 'Select Account & Statement Date then click Display' next to it. In this section, there is an 'Accounts:' dropdown menu with 'XXXXXX-00001' and 'XXXXXX-00002' options. Below this, there is a 'Statement Date:' dropdown menu with 'June 13, 2015' selected. To the right of this section, there is a 'Download Your Statement:' section with a 'Select One' dropdown menu and a 'Go' button. The 'PDF' option in the dropdown menu is highlighted with a red callout box and a red arrow pointing to it. Below the 'Download Your Statement:' section, there is a 'Current Balance' section with a 'Current Balance as of 06/24/2015 \*' of '\$2042.38' and a 'Payment Due' date of 'July 08, 2015'. To the right of this section, there is a 'My Access' section with 'Wireless Numbers: 156' and 'Wireless Accounts: 4'. Below the 'My Access' section, there is a 'Call Detail' section with 'Line Level' and 'Voice Detail' links. The 'PDF' option in the 'Download Your Statement:' dropdown menu is highlighted with a red callout box and a red arrow pointing to it, with the text 'Choose PDF format and click Go' next to it.

Account Summary Page

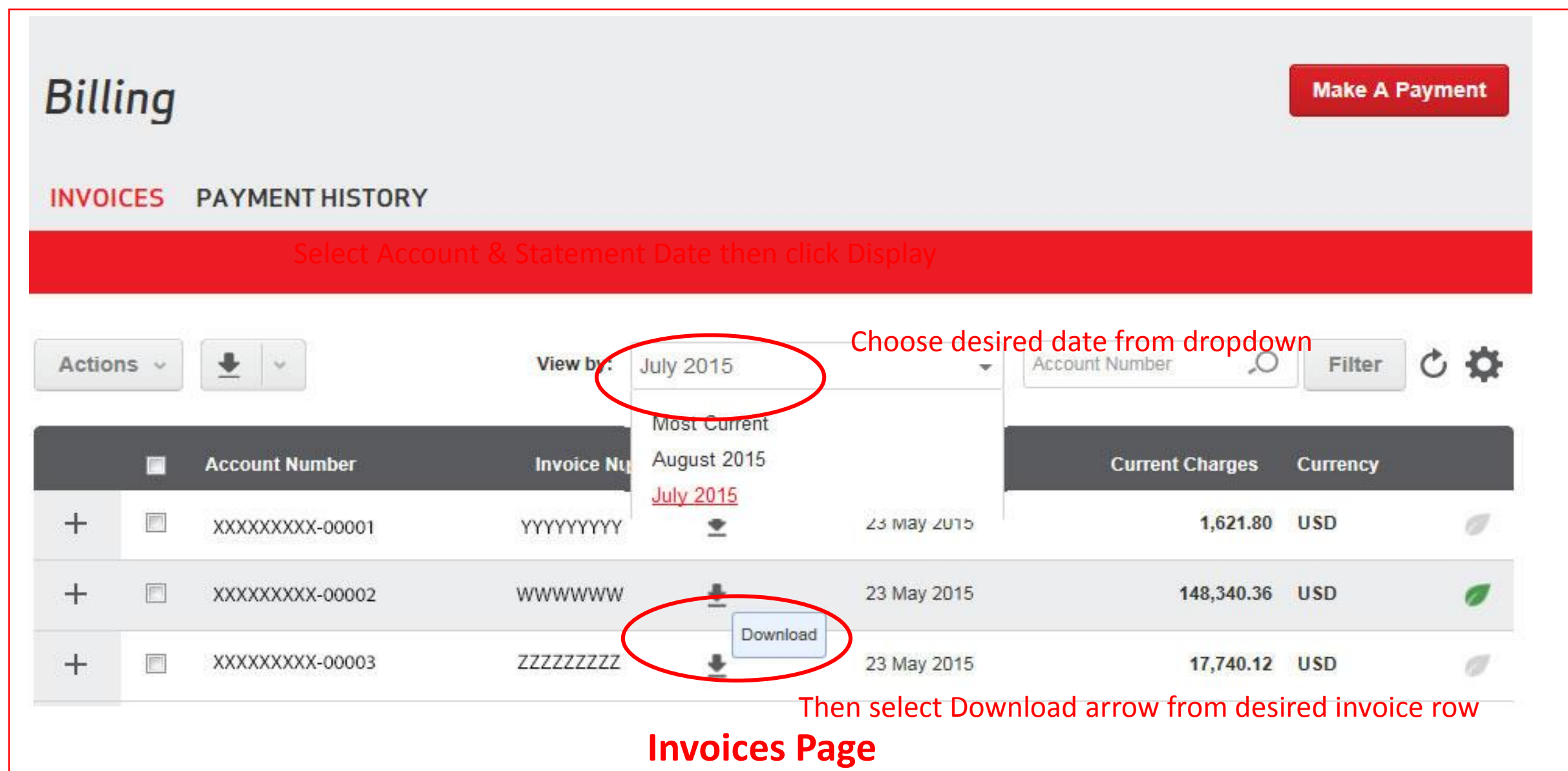
## \*Note

You may be running a Java webapp that opens your PDF file in an html page and shows **.do** as the file extension. If your save operation lists the file name extension as **.do**, simply rename the save file by replacing **.do** with **.pdf** to maintain a readable PDF file. Do not attempt to open the **.do** file and convert or print to a PDF format.

# Verizon Enterprise Center PDF Download



The screenshot shows the Verizon Enterprise Center Home Page. At the top left is the Verizon logo. To its right are the 'Manage Account' and 'Support' tabs. A search bar is located in the top right corner. Below the tabs is a navigation menu with four main categories: 'Billing', 'Orders', 'Accounts & Maintenance', and 'Custom Applications'. Under 'Billing', the 'View Invoices' link is circled in red. A red text annotation 'Hover on Manage Account and select View Invoices' points to the 'View Invoices' link. At the bottom center, the text 'Home Page' is written in red.



The screenshot shows the 'Billing' section of the Verizon Enterprise Center. The 'INVOICES' tab is selected. A red banner at the top of the content area contains the text 'Select Account & Statement Date then click Display'. Below this banner, there is a 'View by:' dropdown menu set to 'July 2015', which is circled in red. A red text annotation 'Choose desired date from dropdown' points to this menu. To the right of the dropdown is an 'Account Number' search field and a 'Filter' button. Below these elements is a table of invoices. The table has columns for 'Account Number', 'Invoice Number', 'Current Charges', and 'Currency'. The first row shows an account number 'XXXXXXXX-00001', an invoice number 'YYYYYYYY', a charge of '1,621.80 USD', and a date of '23 May 2015'. The second row shows 'XXXXXXXX-00002', 'WWWWWW', '148,340.36 USD', and '23 May 2015'. The third row shows 'XXXXXXXX-00003', 'ZZZZZZZZ', '17,740.12 USD', and '23 May 2015'. A 'Download' button is circled in red over the second row of the table. A red text annotation 'Then select Download arrow from desired invoice row' points to this button. At the bottom center, the text 'Invoices Page' is written in red.

If you receive the error below, allow for some processing time then click the Download arrow again



The message box contains an information icon (i) and the following text: 'The system is creating the pdf of your entire bill, this will take a few minutes. In the mean time you can preview the beginning of your bill. You will receive an email when the pdf is ready for viewing.'

## \*Note

You may be running a Java webapp that opens your PDF file in an html page and shows **.do** as the file extension. If your save operation lists the file name extension as **.do**, simply rename the save file by replacing **.do** with **.pdf** to maintain a readable PDF file. Do not attempt to open the **.do** file and convert or print to a PDF format.