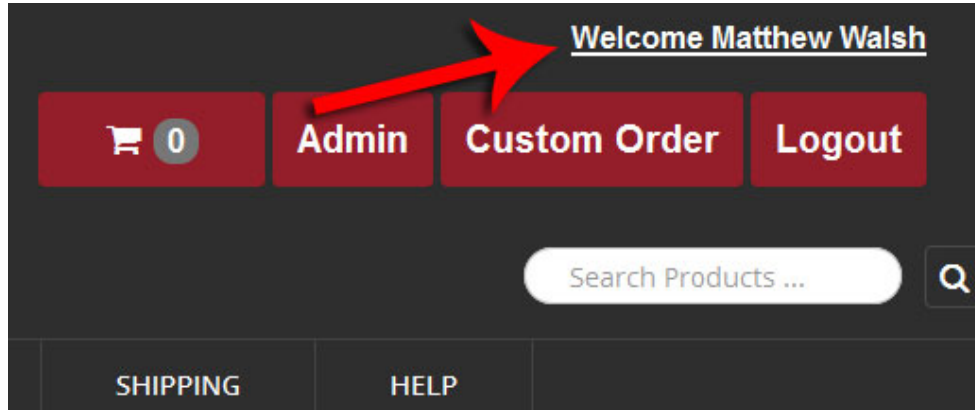
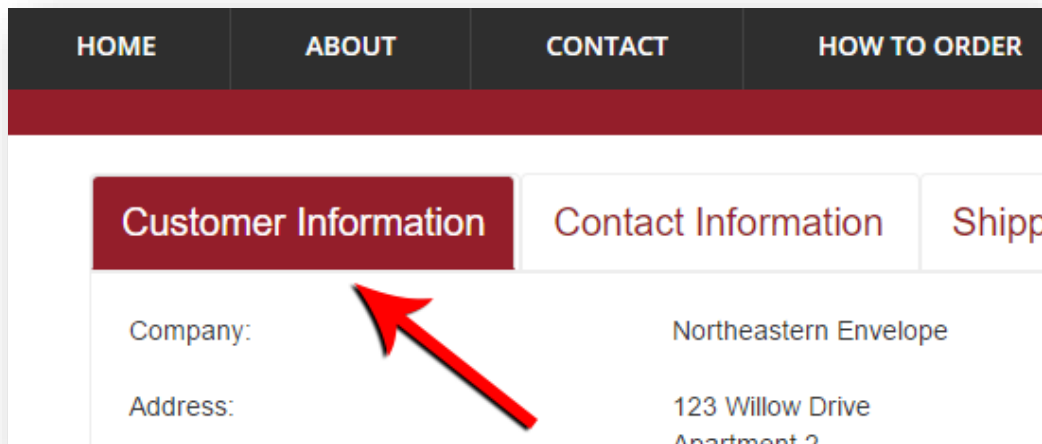


Viewing/Editing Account Information

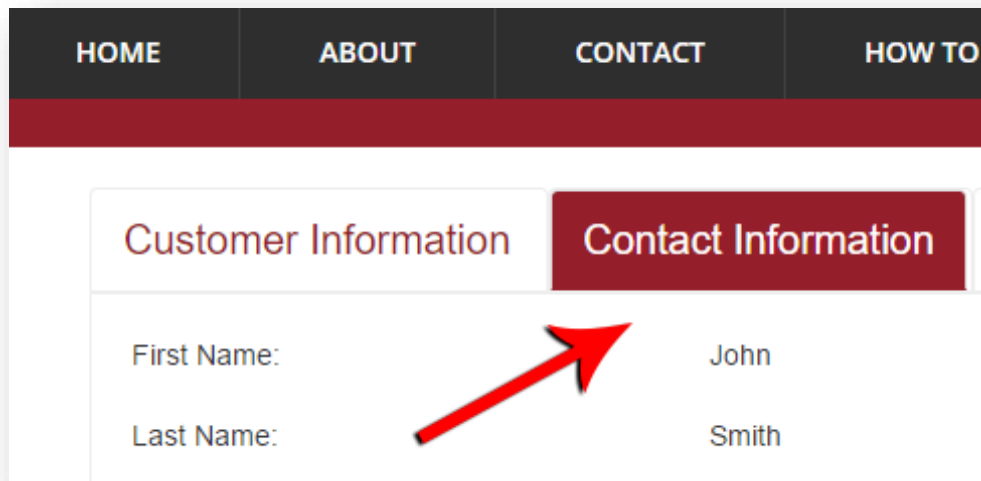
1. Log into your account and then click on the **Welcome Link** in the top right corner of the page.



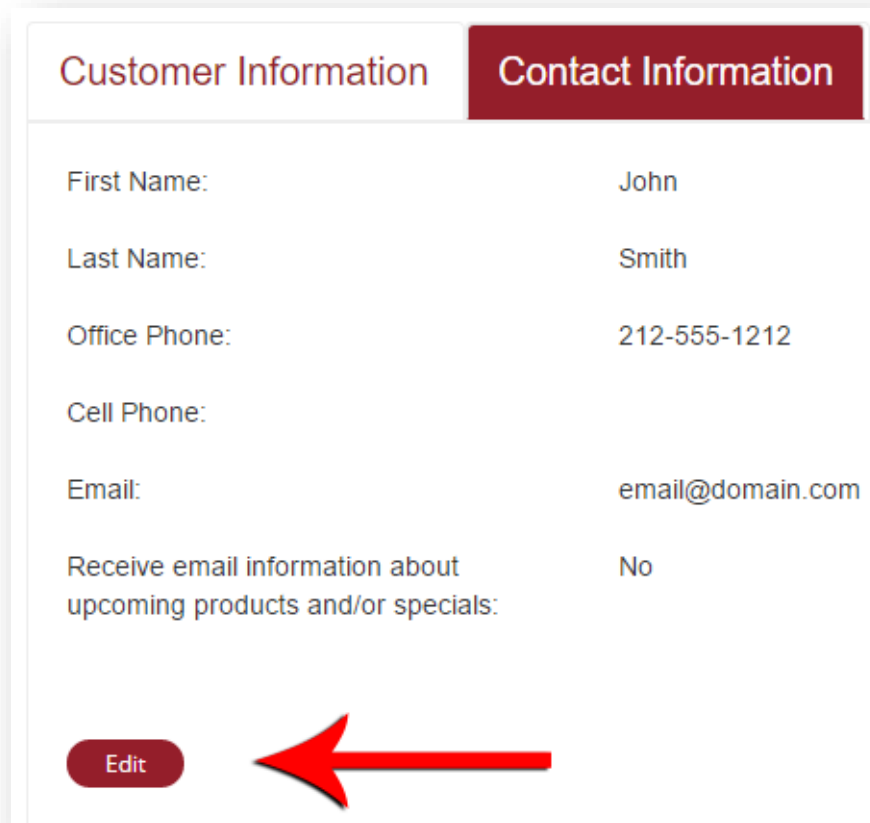
2. To view your customer information, click the Customer Information tab at the top of the page. To edit this information, please contact Northeastern Envelope Co.



3. To view your Contact Information, click the **Contact Information** tab at the top of the page.



4. To edit your Contact Information, click the **Edit** button at the bottom of the page.



5. Update any information in the form and then click the **Update** button.

Note: If you do not wish to change your password, leave both of the password fields blank.

Contact Information

First Name:

Last Name:

Office Phone:

Cell Phone:

Email:

New Password:

Confirm Password:

Receive email information about upcoming products and/or specials:

