



**Coming Soon!**

### **New Billing Enhancement**

We are excited to announce we are adding a new billing enhancement directly on your dashboard AKA our secure website. Starting January 1<sup>st</sup>, 2024, in addition to e-mailing invoices to your accounts payable contact, we will be uploading all invoices to your dashboard once they are generated to a Billing folder on the File Transfer Tab of the dashboard.

This enhancement will eliminate firewall issues where e-mails are not being received from our accounting department and will make invoices easily accessible. System notifications will be sent to identify new invoices uploaded, and users will be able to access the Billing Folder at any time.

All current dashboard users that are listed on the statement of work or listed as the main contact will have access to the Billing folder. Billing/invoice contacts will receive LES access to the Billing Folder. They will get login and password information by January 1<sup>st</sup>. Please make sure your billing/invoice contacts are aware this access is being granted so they have the opportunity to set up their password and PIN before expiration.

If you have any questions, please reach out to Donna Rowe at [drowe@stonehillgroup.com](mailto:drowe@stonehillgroup.com). Thank you for your continued partnership.