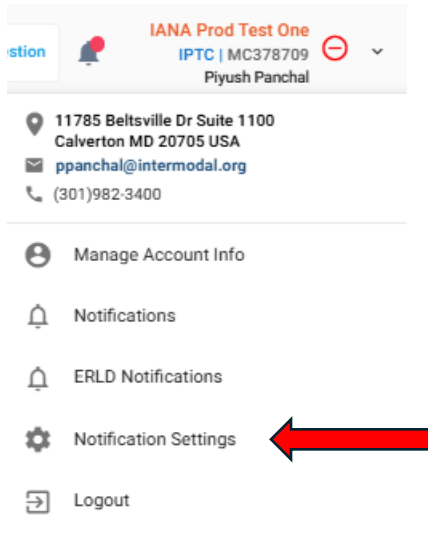


UIIA Notifications via Text Message

- 1) To get to the screen where you can elect to receive specific UIIA notifications via text messaging, please log into your account and click on your company name in the upper right corner of your home page. A dropdown menu will appear where you will select **“Notification Settings.”**



- 2) Below is the screen where motor carrier master user will provide his/her cell phone number in the field provided in the screenshot below. The system will allow notifications via text message to the users domiciled in USA, Canada and Mexico only.

A screenshot of the 'NOTIFICATION SETTINGS' screen. The 'Text Alert Notification' tab is selected. A text box contains instructions: 'UIIA Motor Carrier Participants can select to receive specific UIIA notifications via Text to ensure your company is aware when your insurance is due to expire or payment of the UIIA annual fee has not been received, allowing these items to be handled before impacting your company's interchange status with UIIA EPs. To take advantage of this service, please enter the cell phone number where your company would like to receive the Text message. An OTP verification code will be sent to the cell number entered, which you will need to enter in the OTP field on the screen. Once OTP code is entered, click on Verify OTP. Once the "Verified" icon is displayed, please select if you want to receive Open Invoice Due and/or Insurance Expiring messages via Text and then click on SAVE.' Below this is a note: '*Note: These UIIA notifications will also continue to be sent to the primary and secondary email addresses on file for your UIIA account.' There are two input fields: 'Country *' with a dropdown menu showing 'US/CAN (+1)' and 'Phone No *' with a text input field. A red border highlights the 'Phone No *' field. Below the 'Phone No *' field is the text 'Phone No is required.' and a blue 'Verify' button. At the bottom is a red 'Close' button.

- 3) After entering cell phone number, the user will hit “Verify” button to get an One Time Passcode (OTP) to confirm the cellphone number entered. The user will receive the OTP via text message on the cell phone number entered. The system will give 2:00 minutes to verify numbers and the OTP will typically be sent in a couple of seconds.

A screenshot of the 'NOTIFICATION SETTINGS' screen, showing the OTP verification step. The 'Text Alert Notification' tab is selected. The text box and note from the previous screenshot are still present. The 'Country *' dropdown is still 'US/CAN (+1)'. The 'Phone No *' field now contains '(240) 472-5171'. Below the phone number field is an 'OTP *' field with a red border and the text 'OTP is required'. To the right of the OTP field is a blue 'Verify OTP' button. Below the 'Verify OTP' button is a timer: 'OTP Expired in 01:52'. At the bottom is a red 'Close' button.

- 4) If the user fails to enter the OTP in two minutes the OTP will expire, and user will have to enter the number again and hit “Verify” button. The system will show the message on the screen that the OTP expired.

The screenshot shows the 'NOTIFICATION SETTINGS' page with the 'Text Alert Notification' tab selected. The page contains a text block explaining that UIIA Motor Carrier Participants can select to receive specific UIIA notifications via Text. Below this is a red note: '*Note: These UIIA notifications will also continue to be sent to the primary and secondary email addresses on file for your UIIA account.' There are two input fields: 'Country' (set to 'US/CAN (+1)') and 'Phone No' (set to '(240) 472-5171'). Below these is an 'OTP' field with a red border and the text 'OTP is required'. To the right of the OTP field are three buttons: 'Verify OTP' (with a 123 icon), 'OTP Expired' (in red), and 'Resend OTP' (with a right arrow icon). At the bottom center is a red 'Close' button.

- 5) If correct OTP is entered within 2 minutes, then the system will show “Verified” icon. Should user need to change the number later then he/she can click “Change our number?” link as shown in the screenshot below and follow the prompts.

Once “Verified” icon is shown, please select the type of SMS Text Messages you want to receive – either Invoice Due and/or Insurance Expiring. Then click on SAVE.

The screenshot shows the 'NOTIFICATION SETTINGS' page with the 'Text Alert Notification' tab selected. The phone number '+1(240) 472-5171' is displayed next to a green 'Verified' icon with a checkmark. To the right of the phone number is a blue link that says 'Change your Number?'. On the right side of the screen, there is a section titled 'Select Text Alerts you want to receive' with two checked options: 'Invoice Due' and 'Insurance Expiry'. At the bottom center are two buttons: a blue 'Save' button and a red 'Close' button.