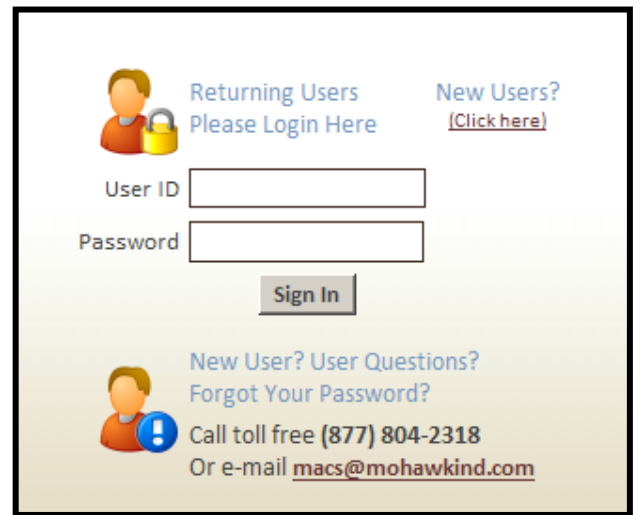


## HOW TO ENROLL IN MOHAWK'S ELECTRONIC INVOICE AND PRESENTMENT PROGRAM (EIPP)

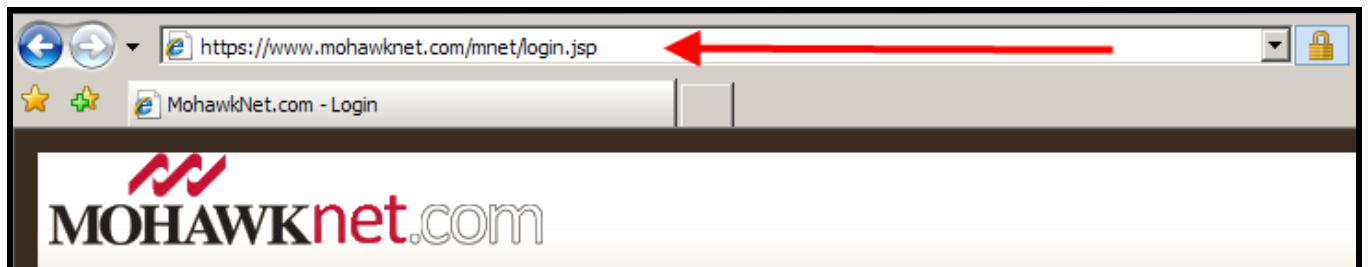
In order to participate in Mohawk's EIPP program an owner or manager of an account must first become a Mohawknet customer. Mohawknet enables dealers to be able to go on-line to place orders, check stock availability, print and download pricing, obtain product spec and warranty information, enter claims, access credit information, and pay bills on-line. Enrollment is simple. An owner or manager simply needs to contact a MohawkNet customer service agent at (877) 804-2318, and they will issue a user name and password to the customer.

Once the dealer has been given their username and password, they will need to login to Mohawknet to begin the setup in the EIPP program.

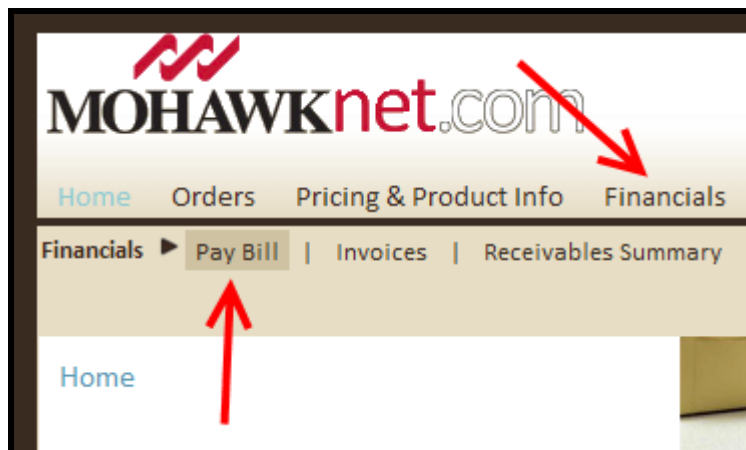


The image shows the MohawkNet login page. It features a header with a user icon and two links: "Returning Users Please Login Here" and "New Users? (Click here)". Below this are two input fields for "User ID" and "Password", followed by a "Sign In" button. At the bottom, there is another user icon and a link for "New User? User Questions? Forgot Your Password?". Below that, it provides contact information: "Call toll free (877) 804-2318" and "Or e-mail [macs@mohawkind.com](mailto:macs@mohawkind.com)".

The website for MohawkNet is "[www.mohawknet.com](http://www.mohawknet.com)".



1. After the login, select "Financials" and then the "Pay Bill" link.



- For first time users of the Pay Bill feature, you will see Mohawk’s “**Pay Bill Disclaimer**”. To proceed with the enrollment process you must select the “**I Agree**” button.

Pay Bill - Disclaimer

[Help](#)

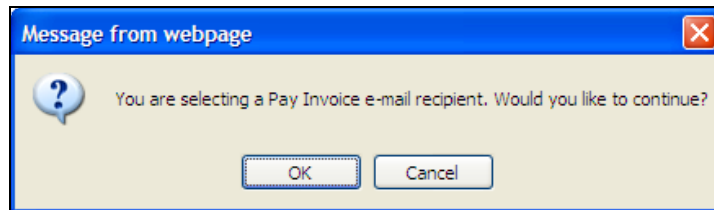
*NOTE: In order to pre-enroll in the Pay Bill program you need to Agree to the following terms, select a Pay Invoice Admin and provide a valid Invoice Notification e-mail address*

By clicking "I AGREE" you agree to enroll in Mohawk Carpet, LLC (which along with any divisions, subsidiaries or affiliates is "Mohawk") Electronic Invoice Presentation and Payment program under the following terms and conditions:

Invoices and other Documents: You will not receive any future agreements, documents, disclosures or invoices regarding your account except that Mohawk will periodically notify you by email that such new account documents are available electronically at [www.mohawknet.com](http://www.mohawknet.com). It is your responsibility to access your account at [www.mohawknet.com](http://www.mohawknet.com) to review the documents associated with your account. It is your responsibility to keep your email address with Mohawk current and ensure that Mohawk's emails are not blocked or routed so that you do not receive them.

Waiver: You hereby waive any rights or claims against Mohawk for any reason as a result of your participation in this program, including your participation in the Payment Program, and you will not hold Mohawk responsible for any errors, acts or omissions related to the Payment Program, except for bona-fide overpayments or erroneous withdrawals and then only to the extent of such overpayments or erroneous withdrawals. You hereby waive any rights or claims against Mohawk for any late charges or forfeited discounts as a result of your participation in this program or failure to review these documents regardless of the reason. MOHAWK MAKES NO REPRESENTATIONS AND EXTENDS NO WARRANTIES OF ANY KIND FOR THIS PROGRAM, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL MOHAWK BE LIABLE FOR ANY DIRECT, INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES, INCLUDING LOST PROFITS (EVEN IF MOHAWK IS ADVISED OF SUCH A POSSIBILITY) RELATED TO YOUR USE OF THIS PROGRAM.

- Select your Pay Invoice E-mail Recipient and then fill out the Pay Invoice E-Mail Address field.



- Once you have filled out the required information, select “**Update**”.

Pay Bill - Registration

*\* Required Field*

UserID	First Name	Last Name	Dealer Suffix	Dealer Store Nbr	Dealer Name	Dealer Location	* Pay Invoice e-mail recipient
<a href="#">UAT12345</a>	Business	Test Account	0	0			<input type="button" value="v"/>

\* Pay Invoice E-Mail Address

\* Re-type Pay Invoice E-Mail Address

- You will then be taken to the “**Bank Accounts – Add Bank Account**” screen where you will be requested to add a bank account. Enter the Bank Account Name (which is the account name at the bank, as it appears on the bank statement). You will also be required to fill out an Alias Account Name (the name which you would like to use to identify the account). You will then need to select the Account Type, and fill out the bank account information. Once complete, select the “**Save Account**” button to proceed.

Bank Accounts - Add Bank Account

*(Fill in the bank details and click the Save Account button to register the bank information. Fields marked with an "\*" symbol are required fields.)*

\* Bank Account Name  *(As it appears on the bank statement)*

\* Alias Account Name  *(Name you would like to use to identify the account)*

\* Account Type

FOR \_\_\_\_\_

⑆023456789⑆ ⑆234567890⑆ ⑆10⑆

Bank Routing Number    Bank Account Number

*(Bank Routing and Account numbers appear on a check as shown in the sample check image.)*

\* Bank Routing Number

\* Confirm Bank Routing Number

\* Bank Account Number

\* Confirm Bank Account Number

Bank Accounts - List of Accounts

Bank Account Name	Alias Name	Bank Routing Number	Bank Account Number	Account Type	Select
Mohawk Bank & Trust	e-Business	061204735	****309	CHECKING	

- The bank account setup process is now complete. You will now be set up to Pay Bills by using the “**Pay Bill**” link under the “**Financials**” drop-down navigation option.

7. Click **“Pay Bill”** to view open items.
8. To add additional users with pay bill authority, the account administrator will need to set up a new user with the Pay Bill privilege levels, or configure an existing user’s privilege level to obtain access. This can be accomplished through the **“My Account”** administration drop-down.

