

ClearSpend Statements

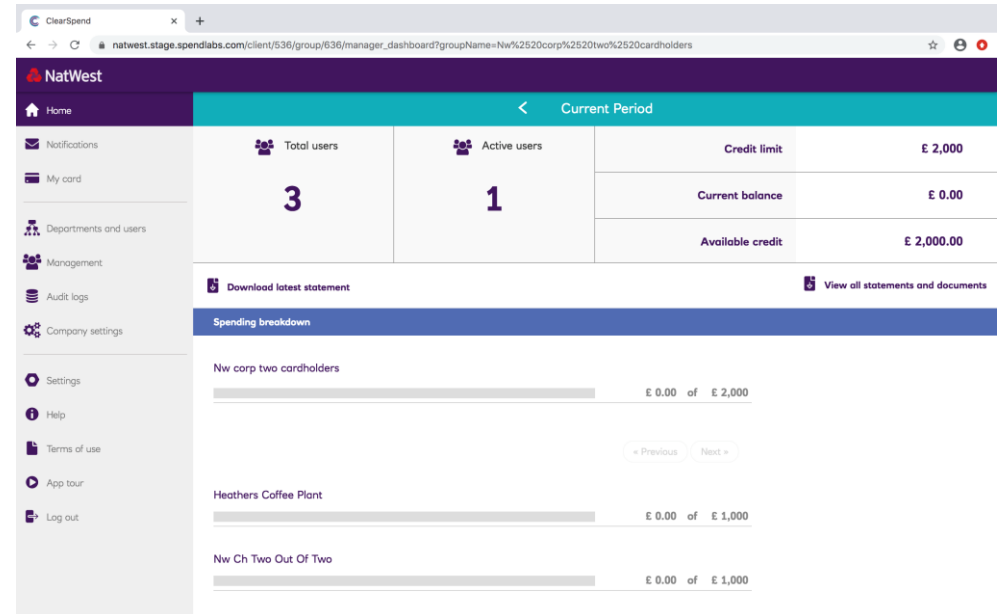
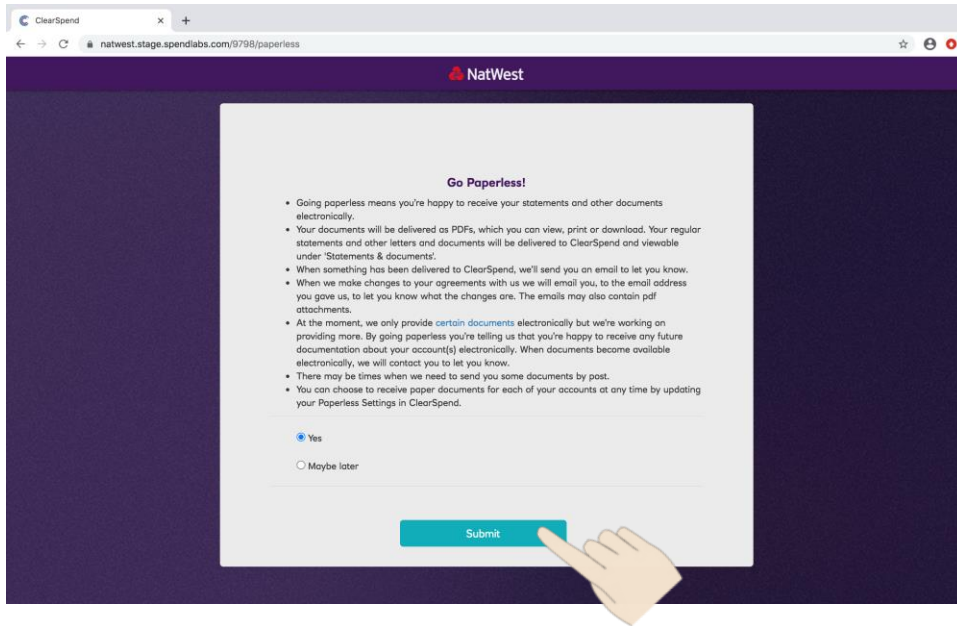
Ethan Penn

10/06/2020

Desktop Paperless Journey



Go Paperless

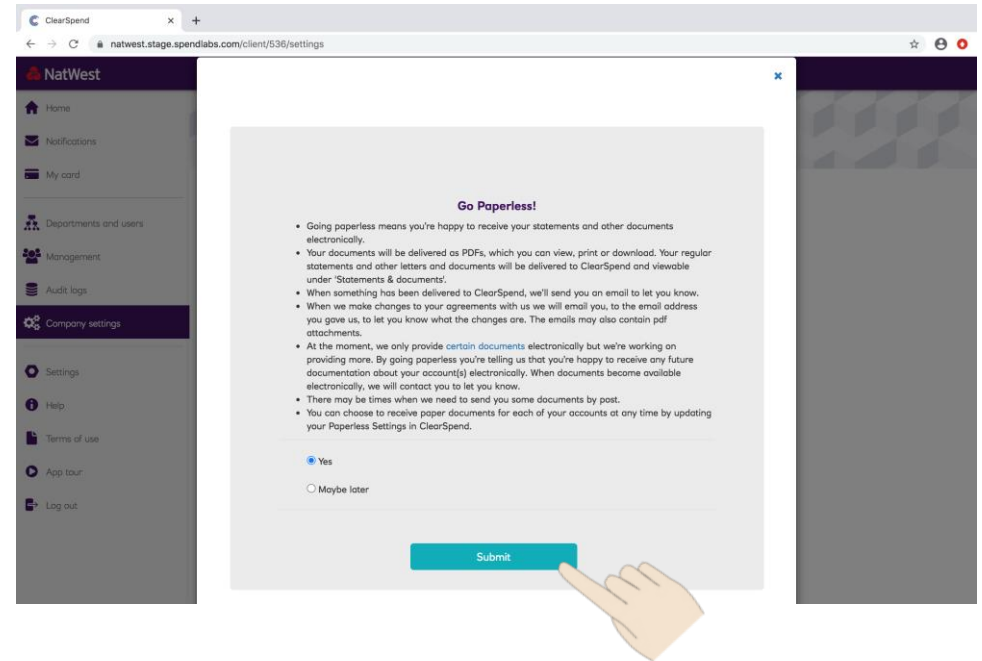
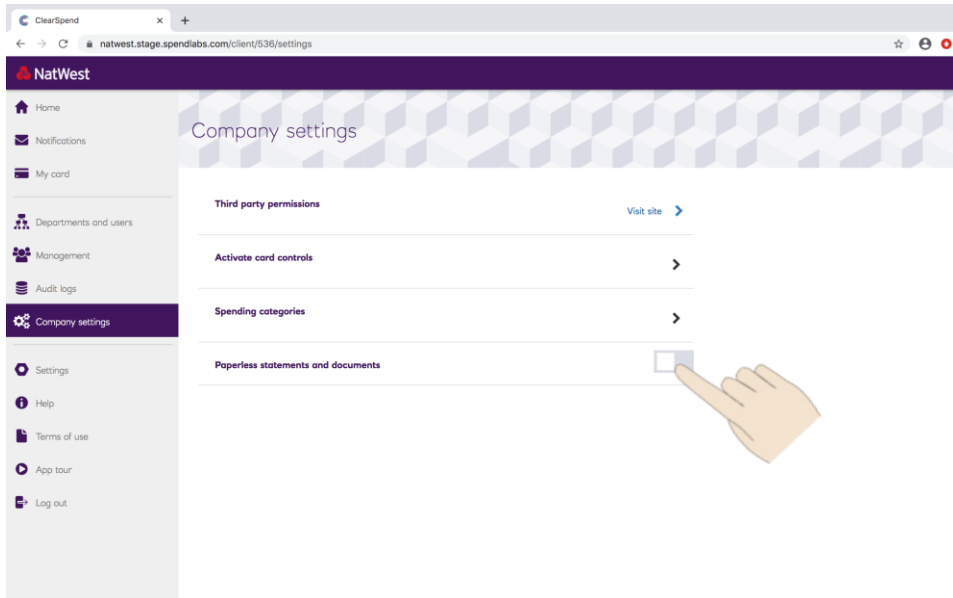


ClearSpend Department Head Authorised Signatories will now be displayed a notice to go paperless as part of the ClearSpend registration process (and as a one off as part of the ClearSpend e-Statement update).

All the customer then needs to do is read the notice and submit their consent for their **Commercial Card Account** to go paperless.

Desktop Paperless Journey

Manage Paperless Settings



If a Department Head Authorised Signatories didn't provide their consent to go paperless as part of ClearSpend registration (or as a one off as part of the ClearSpend e-Statement update) they can navigate to Company Setting to turn paperless statements and documents.

All the customer then needs to do is read the notice and submit their consent for their **Commercial Card Account** to go paperless.

Desktop View/Download Statement Journey



View/Download Statement

ClearSpend

natwest.stage.spendlabs.com/client/536/group/636/manager_dashboard?groupName=Nw%2520corp%2520two%2520cardholders

NatWest

Home

Current Period

Total users	3	Active users	1	Credit limit	£ 2,000
				Current balance	£ 0.00
				Available credit	£ 2,000.00

Download latest statement

View all statements and documents

Spending breakdown

Nw corp two cardholders

£ 0.00 of £ 2,000

Heathers Coffee Plant

£ 0.00 of £ 1,000

Nw Ch Two Out Of Two

£ 0.00 of £ 1,000

ClearSpend

natwest.stage.spendlabs.com/client/536/estatements

NatWest

Home

Statements and Documents

You can get copies of your statements as PDFs and you can see all the important information we usually print on the back of our paper statements – like fees and charges. [Important Information](#)

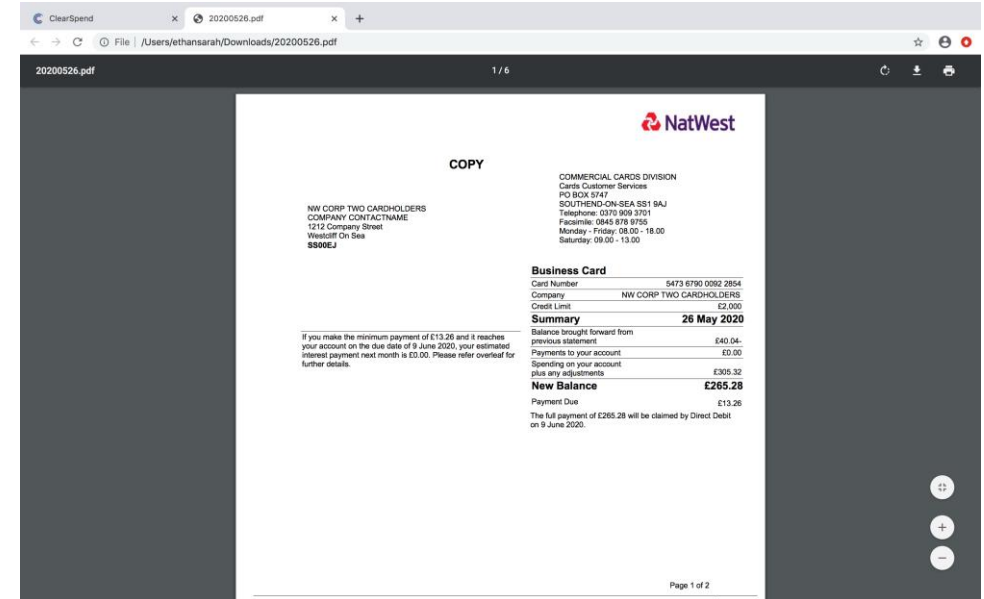
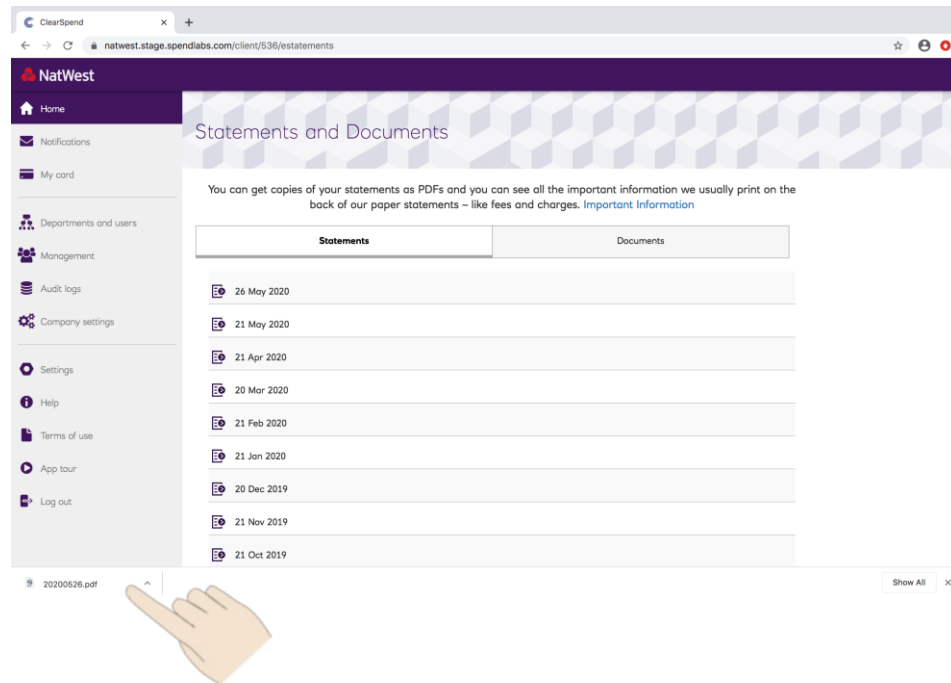
Statements	Documents
26 May 2020	
21 May 2020	
21 Apr 2020	
20 Mar 2020	
21 Feb 2020	
21 Jan 2020	
20 Dec 2019	
21 Nov 2019	
21 Oct 2019	
21 Jun 2019	

Customers select View all statements & documents from the ClearSpend homepage to see a list of their last 12 months worth of statements. Customers can then select the particular months statement they wish to view.

Desktop View/Download Statement Journey



View/Download Statement Cont..



Customers can also save the PDF document locally should they wish to.

Note: ClearSpend Cardholder users will only be able to view statements generated after their ClearSpend registration and log in for up to 12 months.

Mobile Paperless Journey

Go Paperless



Go Paperless !

- Going paperless means you're happy to receive your statements and other documents electronically.
- Your documents will be delivered as PDFs, which you can view, print or download. Your regular statements and other letters and documents will be delivered to ClearSpend and viewable under 'Statements & documents'. Your other letters and documents may include copies of your credit agreement, responses to requests for information under Section 78 of the CCA, notices of sums in arrears, notices of default sums and termination notices
- When something has been delivered to ClearSpend, we'll send you an email to let you know.
- When we make changes to your agreements with us we will email you, to the email address you gave us, to let you know what the changes are. The emails may also contain pdf attachments.
- At the moment, we only provide [certain documents](#) electronically but we're working on providing more. By going paperless you're telling us that you're happy to receive any future documentation about your account(s) electronically. When documents become available electronically, we will contact you to let you know.
- There may be times when we need to send you

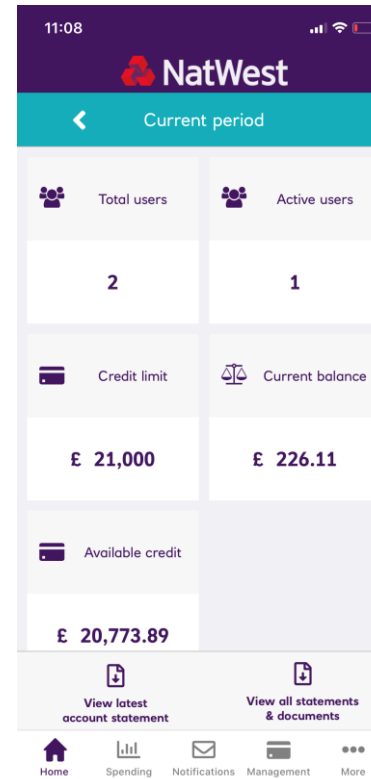


- When something has been delivered to ClearSpend, we'll send you an email to let you know.
- When we make changes to your agreements with us we will email you, to the email address you gave us, to let you know what the changes are. The emails may also contain pdf attachments.
- At the moment, we only provide [certain documents](#) electronically but we're working on providing more. By going paperless you're telling us that you're happy to receive any future documentation about your account(s) electronically. When documents become available electronically, we will contact you to let you know.
- There may be times when we need to send you some documents by post.
- You can choose to receive paper documents for each of your accounts at any time by updating your Paperless Settings in ClearSpend.

Yes

Maybe later

Submit

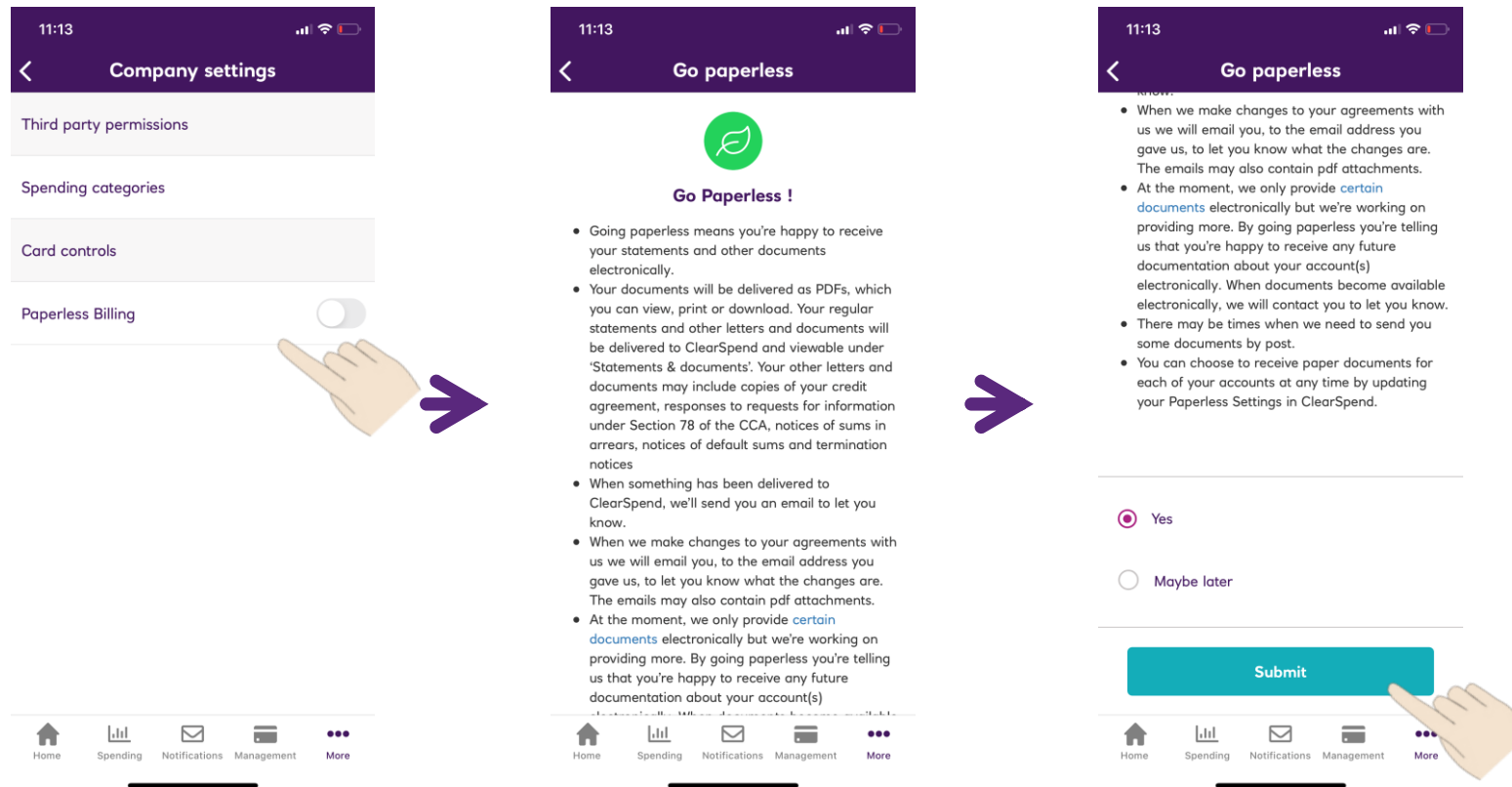


ClearSpend Department Head Authorised Signatories will now be displayed a notice to go paperless as part of the ClearSpend registration process (and as a one off as part of the ClearSpend e-Statement update).

All the customer then needs to do is read the notice and submit their consent for their **Commercial Card Account** to go paperless.

Mobile Paperless Journey

Manage Paperless Settings



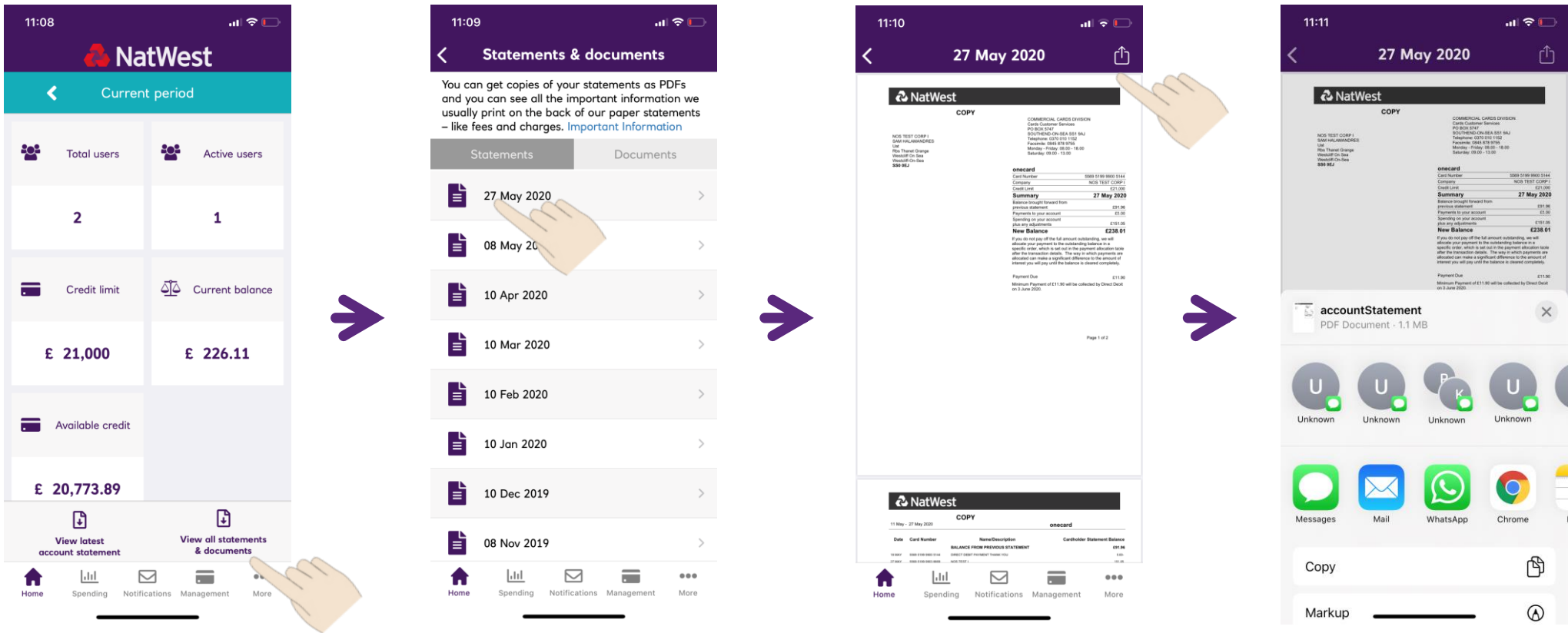
If a Department Head Authorised Signatories didn't provide their consent to go paperless as part of ClearSpend registration (or as a one off as part of the ClearSpend e-Statement update) they can navigate to Company Setting to turn paperless statements and documents.

All the customer then needs to do is read the notice and submit their consent for their **Commercial Card Account** to go paperless.

Mobile View/Download Statement Journey



View/Download Statement



Customers select View all statements & documents from the ClearSpend homepage to see a list of their last 12 months worth of statements. Customers can then select the particular months statement they wish to view. Customers can also save the PDF document locally should they wish to.

Note: ClearSpend Cardholder users will only be able to view statements generated after their ClearSpend registration and log in for up to 12 months.