

commercialcardSM

www.commercialcardcenter.com

CommercialCard is a web-based tool which provides for real-time electronic transaction and billing information to cardholders and program coordinators, allows access to 4 months of statement cycles, and all unbilled transactions for the current cycle. CommercialCard also provides electronic statements for cardholders or administrators with an automated email alert sent to notify the user when the statement is ready to be viewed or printed.

To enroll as a cardholder, simply register the account by entering your card number in the space provided under **Register Now**.

The screenshot shows a Microsoft Internet Explorer window titled "Sign In - Microsoft Internet Explorer". The address bar displays the URL: https://www.statementlook.com/stlk/pst?CID=AAAA3027001&PID=STATE&TRANTYPE=STMT_SIGNIN. The page content includes the CommercialCard logo, a welcome message, a "Sign In" section with fields for "User Name:" and "Password:", a "Register Now" section with a "Card Number:" field, and a "Security" section. A "Submit" button is present for both the Sign In and Register Now sections. The footer contains the copyright notice: "Copyright © 2002, 2004 UMB Financial Corporation."

Sign In - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address https://www.statementlook.com/stlk/pst?CID=AAAA3027001&PID=STATE&TRANTYPE=STMT_SIGNIN Go Links

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Welcome to CommercialCard, our new Card Center online service site! We invite you to register your credit card account and experience the improvements that we've made to our site.

By registering your credit card account on CommercialCard, you will have quick access to manage your account - at your convenience. You will be able to take advantage of the following services:

- Make Payments Online
- Download Transaction History
- Company Level Account Administration (Contact the Card Center for details)

We continually seek ways to bring you exceptional service and hope that you enjoy the improvements we've made to our site.

If you have any questions about this service, please call 1-888-494-5141.

Security

All information you provide to us on our web site is encrypted to ensure your privacy and security.

Sign In

Please sign in to access your account.

User Name:

Password:

*Password Reminder: Please note, your password contains both upper and lower case letters and at least one number

Register Now

Please enter your credit card number.

Card Number:

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Done Local intranet

Count on more.

The cardholder will then be prompted to enter four pieces of information for verification purposes. The cardholder must enter the following information:

- Validation Number (CVV code)
- State
- Zip Code (from statement address)
- Card Expiration Date

The cardholder will then be prompted to create their own unique username and password in order to complete the enrollment process.

Sign In - Microsoft Internet Explorer

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Address https://www.statementlook.com/fdr.service?CID=AAAA3027001&PID=STATE&LNGTYPE=ENG&TRANTYPE=fdr_stmt_register

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Security Verification

For security purposes, please enter the following information.

Validation Number:
(Last 3 digits only)

State:

Zip Code:

Expiration Date:
(mm/yy)

What is a Validation Number?
The validation number is a three-digit number located on the back of your credit card. On the signature panel, found on the back of the card, there are a series of numbers in italics; you only need to enter the last three.

start 2 Microsoft ... Connected to... HANDOUTCo... Sign In - Micro... 1:52 PM

The **Account Summary** page gives a quick overall view of the account. This page will give you such information as statement billing address, current balance, available credit, current amount due and last payment amount.

Account Summary - Microsoft Internet Explorer

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Address <https://www.statementlook.com/fdr.service?TRANSTYPE=HOM&CID=AAAA3027001&PID=STATE> Go Links

Account Summary
[View Related Accounts](#)

This summary reflects the most current account information.

Account Number: XXXX-XXXX-XXXX-1000 [Update Account Info](#)

Card Type: Individual-Account

Company ID: MODOC

Company Name: MO DEPT OF CONSERVATION

Primary Cardholder: DANIEL JOHNSON

Email Address:

Address: OUTREACH & EDUCATION
PO BOX 14024
PARKVILLE MO 64152-0524

Home Phone: (573) 751-4115

Work Phone: () -

Statement Delivery Method: Paper Only [Change Delivery Method](#)

Balance as of 09/08/04: \$ 0.00 [View Transaction History](#)

* Available Credit: \$ 3,000

Credit Limit: \$ 3,000

* Provided your account is in good standing.

Minimum Payment Due: \$ 0.00 [Payments](#)

Payment Due Date: 01/16/04

Last Payment Amount: \$ 48.00

Last Payment Posted: 12/10/03

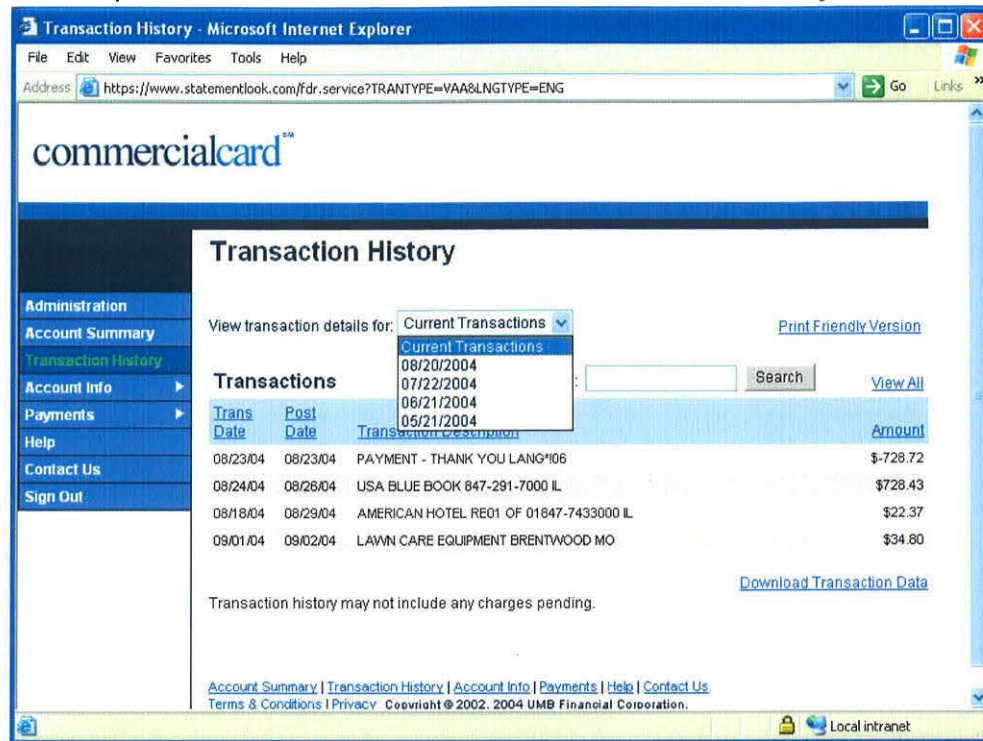
Last Statement Balance: \$ 0.00

Last Statement Date: 12/22/03

[Account Summary](#) | [Transaction History](#) | [Account Info](#) | [Payments](#) | [Help](#) | [Contact Us](#)
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javascript:funcTest('ACH') Local intranet

The **Transaction History** page allows the user to view the last four statement periods as well as current transactions not yet billed.



The **Pending Transactions** page shows real-time charges that have been made but not yet posted. This page will also indicate whether a transaction was approved or declined.

Pending Transactions - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://www.statementlook.com/fdr.service?TRANSTYPE=PAUTH&LNGTYPE=ENG> Go Links

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Pending Transactions

Transactions

Auth Date	Auth Time	Merchant Information	Amount	Status
09/08/04	09:16:52	NRTG 01701 MA	\$ 78.55	Approved
09/07/04	16:11:09	RAM AIRCRAFT CORP WACO TX	\$ 17.54	Approved
09/07/04	13:48:22	RAM AIRCRAFT CORP WACO NY	\$ 144.90	Approved

Administration
Account Summary
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Cardholders and Coordinators can elect to receive electronic statements in addition to their paper statements. By going to the **Account Info** page, the CommercialCard user simply selects the paper and electronic statement delivery method and provides their email address to enroll for this service.

Statement Delivery Method - Microsoft Internet Explorer

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Address <https://www.statementlook.com/fdr.service?TRANTYPE=STATESTATUS&LNGTYPE=ENG> Go Links >>

Account Info
[Cardholder Info](#) | [Statement Delivery Method](#)

Administration
Account Summary
Transaction History
Account Info ▶
Payments ▶
Help
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Sign Out

Statement Delivery Method

You now have the freedom to choose how you would like to receive your credit card statement. Select the delivery method and click submit.

Your current statement delivery method is set to receive **"Paper Only"**.

☐ **Receive Both Paper and Electronic Statement**
A paper statement will be sent to your mailing address and you will receive an email each month informing you when your statement is available to view online. A valid email address is required. If your email address has changed, please update it below.

☒ **Receive Paper Statements Only**
You do not participate in the electronic statement service. A paper statement will be sent to your mailing address each month.

Email Address

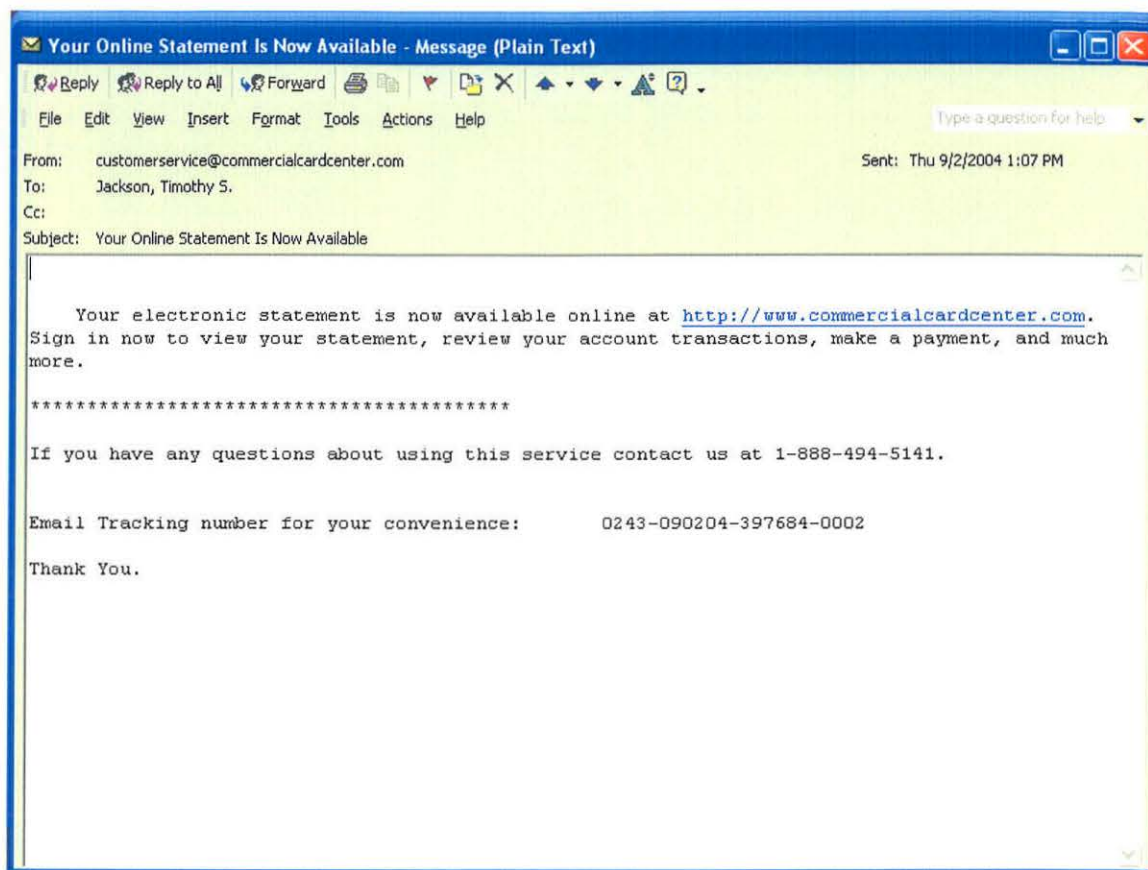
Email Address:

Confirm Email Address:

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The day following the statement date, an email notification will be sent to the cardholder to notify them that their statement is ready to view with a link to the CommercialCard website.



By going to the **Statements** page within CommercialCard, the cardholder can view and/or print their electronic statement which closely resembles the standard paper statement. A sample is shown on the next page.

Statements - Microsoft Internet Explorer

File Edit View Favorites Tools Help


Address <https://www.statementlook.com/fdr.service?TRANSTYPE=VAA&CYCLE=2004/09/01&SDATE=2004/09/01&BACKER=Y&HIST> Go Links

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Statements

View statement details for: 09/01/04 [Print Friendly Version](#)

[Additional Disclosures](#)



Statement Closing Date: 09/01/04
 Payment Due Date: 09/26/04
 Minimum Payment: 573.97
 Past Due Amount: 128.48

PAYMENT ADDRESS
 CARD SERVICES
 PO BOX 875852
 KANSAS CITY MO 64187-5852

ACCOUNT SUMMARY Account Number: XXXX XXXX XXXX 0243

Previous Balance	\$	783.09	Credit Limit	1,000.00
Payments	-	654.61	Available Credit	426.00
Credits	-	0.00		
Purchases/Debits	+	442.03		
Cash Advances	+	0.00		
FINANCE CHARGES	+	3.46		
New Balance		573.97		

An amount followed by a minus (-) is a credit or a credit balance, unless otherwise indicated.

ACCOUNT INQUIRIES AND LOST STOLEN CARDS
 800-821-5184
 816-843-2000 IN KANSAS CITY

CARD SERVICES
 PO BOX 419734
 KANSAS CITY MO 64141-6734

Telephoning about billing errors will not preserve your rights under federal law.

Search Transactions: Search [View All](#)

TRANSACTION INFORMATION

Transaction Date	Posting Date	Reference Number	Purchases, Cash Advances, Payments, Credits and Adjustments since last statement	Amount
08/05	08/05	7471562KAEHMBGP4	PAYMENT - THANK YOU	19.83-
08/05	08/05	7471562KAEHMBGR1H	PAYMENT - THANK YOU	634.78-
08/12	08/12	2479262KJJ5F2JYNV	SOUTHWESTAIR5262715211536 DALLAS TX MCC: 3068 MERCHANT ZIP: JACKSON/TIM 08/26/04 KANSAS CITY ST LOUIS 1 WVN Q ST LOUIS KANSAS CITY 2 WVN Q	136.70
08/22	08/22	2469216KV00R6PRGX	HOTELS.COM 800-394-1454 TX MCC: 7011 MERCHANT ZIP: 75231 LODGING CHECK-IN DATE: 08/26/04	79.00
08/26	08/26	2444500L0SAA8P9XV	TGI FRIDAY'S #1491 ST LOUIS MO MCC: 5812 MERCHANT ZIP:	16.71
08/27	08/27	2424651L09DW7NTE2	ENTERPRISE RENTACAR BERKELEY MO MCC: 3405 MERCHANT ZIP: 63134 AUTO RENTAL DATE: 08/27/04	94.26
08/27	08/27	2440369L2BLGY8AVE	MIKE DUFFY'S PUB KIRKWOOD SAINT LOUIS MO MCC: 5812 MERCHANT ZIP:	34.34
08/27	08/27	2461043L203S48P80	MARRIOTT 33746 PAVI - F&B ST. LOUIS MO MCC: 3509 MERCHANT ZIP: 63102 LODGING CHECK-IN DATE: 08/27/04	15.04
08/28	08/28	2443565L160Z0SXXZ	SHERATON HOTELS SAINT LOUIS MO MCC: 3503 MERCHANT ZIP: 63102	29.98
08/28	08/28	2449280L23DVMXRY	KCI PARKING #2 KANSAS CITY MO MCC: 7523 MERCHANT ZIP:	36.00
PERIODIC		*FINANCE CHARGE*	PURCHASES \$3.46 CASH ADVANCE \$0.00	3.46

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