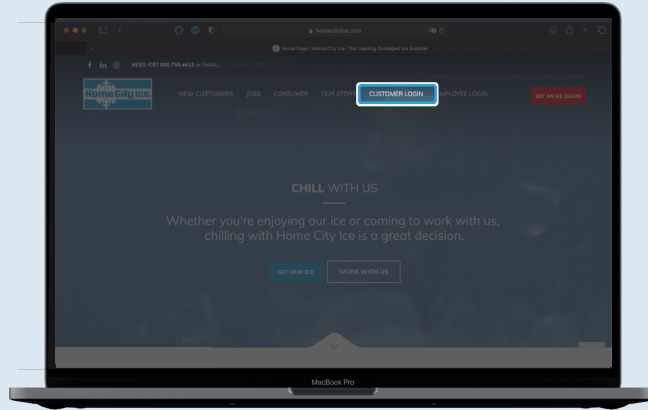




Home City Ice is pleased to offer enhanced self-service capabilities to elevate your customer experience.

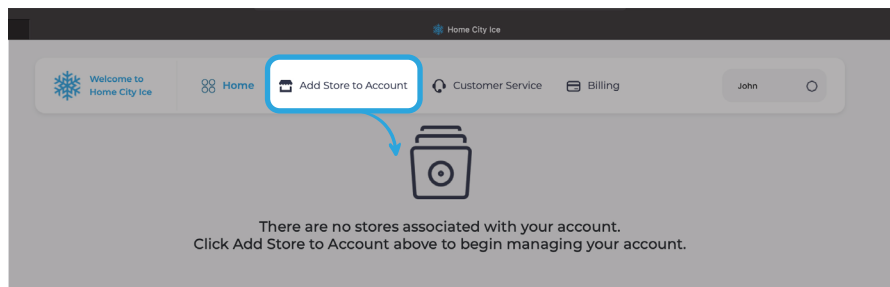
How to use our Customer Login



1 Go to homecityice.com and click on **Customer Login**

2 If you have an account, please **Log In** If not, please **Register** with one of the options below

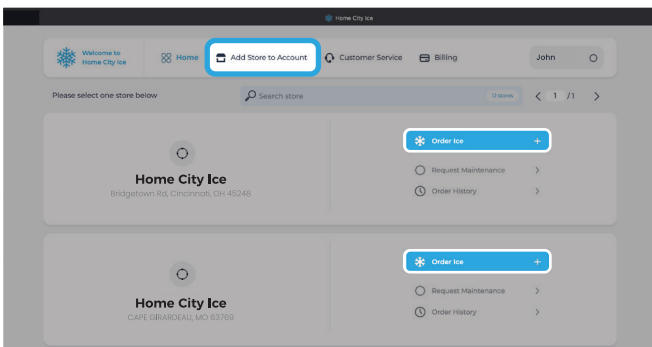
3 Please **Add Store** to Account. You can add as many stores as you would like!



Please reach out to AROnLine@HomeCityIce.com with questions or issues

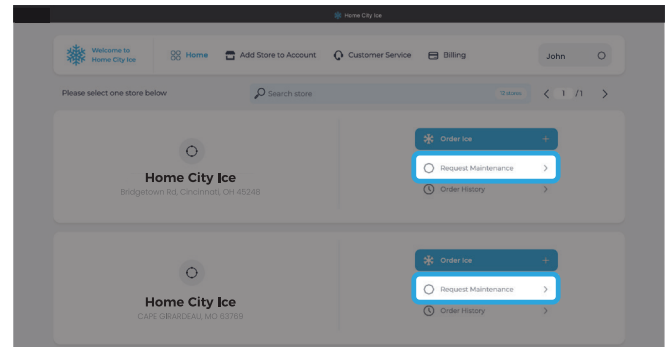
Note: if you have multiple stores, you can search for the store by store number, name, address, etc.

How to order Ice



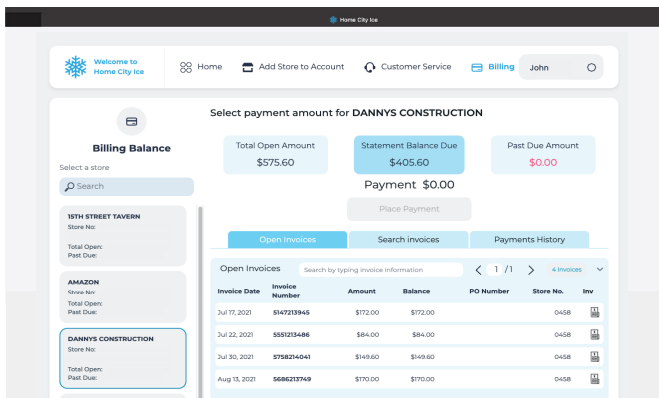
- 1 Find a store
- 2 Click on **Order Ice** option Select the bag size and enter in how many you need or 'fill up'.
- 3 Enter order comments and submit your order.

How to Request Maintenance

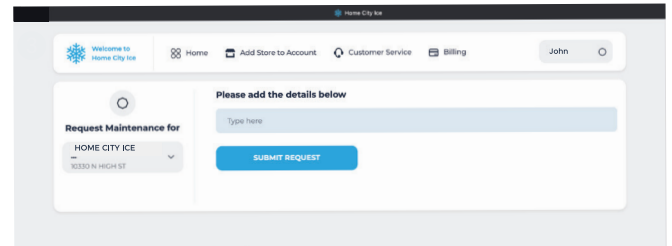


- 1 Find a store.
- 2 Click on **Request Maintenance** option.
- 3 Enter brief description of box issue and submit.

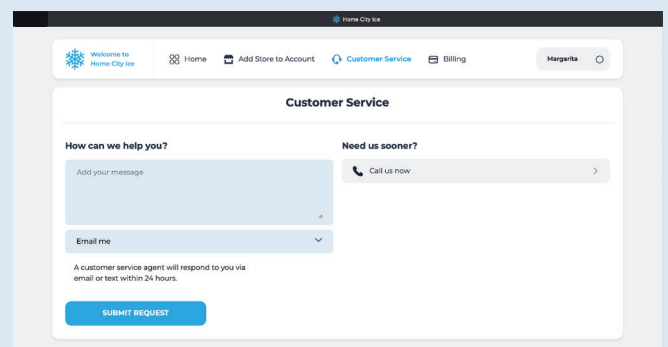
Billing, Balance and Payments



- 1 View your statement balance.
- 2 Place online payments.
- 3 View your payment history.
- 4 Download and print invoice copies.



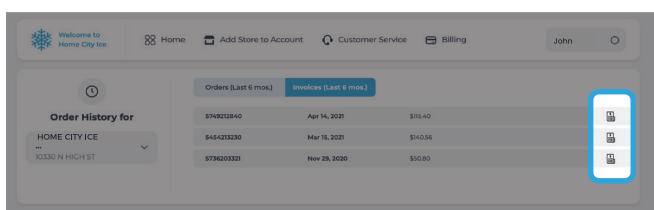
How to Contact Customer Service



- 1 Click on the Customer Service Tab
- 2 Enter brief description.
- 3 Submit request.



How to Print and View Invoices



- 1 Find a store.
- 2 Click on **Order History**
- 3 On the left, all orders in the last 6 months will generate.
- 4 Click the icon to download and print invoice.