

Please follow the steps below:

1.

Navigate to [CHEMTREC Customer Portal Sign In Page](#) on the CHEMTREC Website.

2.

Enter your Username and Password. Click the Sign In button.

3.

Click “Unpaid Invoices”

4.

To view, download, and/or print an invoice, click on the Invoice Number - “INV-XXXXXX-XXXXXX”

5.

Your invoice view allows you to download or print your invoice.

