## **Steps for Creating Customer Portal Account**

- 1. Go to <u>https://customer.marinago.com/gr7ocpb2</u> to access Bear Point Harbor's Customer Portal page.
- 2. Click on the "Sign Up" button.
- 3. Enter your Email Address, First Name, Last Name and Password.
- 4. Agree to the Terms of Service and Privacy Policy.
- 5. Click on the "Create Account" button.
- 6. Verify your account by following the directions sent to your email address.
- 7. Log In to your Customer Portal account with your Email Address and Password.

## If you plan on utilizing your Customer Portal Account for Fuel Pay-At-Pump, follow these additional steps.

- 1. Log In to your Customer Portal account.
- 2. Click on your name at the top right and click "Profile".
  - a. \*\*\* **If using a Mobile Device**, Click on the icon at the top left of the window and select "Profile" \*\*\*
- 3. Under your email, click on the link labeled "Turn on the 2-factor authentication."
- 4. Enter your Mobile Phone Number and enable the "2-factor Authentication using SMS" toggle.
- 5. Enter your password and click on the "Save" button.
- 6. Enter the verification code sent to your mobile device.
- 7. You are now all set up for 2-factor authentication!