



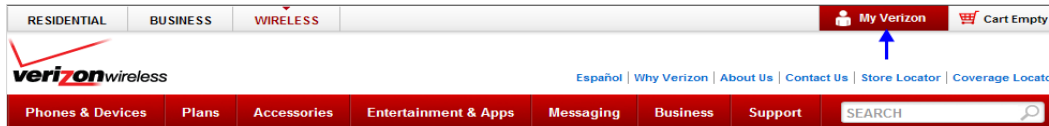
My Business Account User Guide: Getting Started

Overview

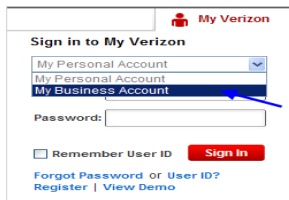
Logging in

To log in to My Business Account:

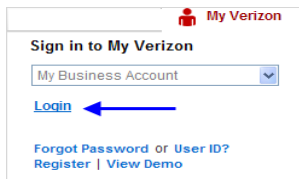
1. Go to www.verizonwireless.com.
2. Click on the “My Verizon” tab.



3. Select “My Business Account” in the “Manage your Account” dropdown.



4. Click on “Log in to My Business Account”.



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5. Enter your **“User Name”** and **“Password”**. If you have forgotten your User Name, refer to the **“Forgot User Name”** section below. If you have forgotten your password, refer to the **“Forgot Password”** section below. Note: Passwords will require 8 characters and must include 1 uppercase, 1 lowercase and 1 numeric value.



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6. Click the red “Login” button.



7. If this is your first time logging in, you will be automatically taken to the “Create Secret Question” page and “Terms & Conditions” page. Otherwise, the My Business Account “Overview” page.

Create a Secret Question and Answer (first time logging in only)

If you ever forget your password, you will be asked to answer this secret question. When answered correctly, your password will be sent to your email.

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1. Select a question from the list or create your own.

Create a Secret Question

Please select a secret question that will be used in the event you forget your user name or password. You can either pick from our list of secret questions, or make up your own.

Choose a secret question
Select a Question

Enter your own question

Enter the answer to the secret question

[Contact Us](#)

2. Enter the answer.

Create a Secret Question

Please select a secret question that will be used in the event you forget your user name or password. You can either pick from our list of secret questions, or make up your own.

Choose a secret question
Select a Question

Enter your own question

Enter the answer to the secret question
your answer here

[Contact Us](#)

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3. Click the “**Continue**” button. Your secret question has been saved.

Create a Secret Question

Please select a secret question that will be used in the event you forget your user name or password. You can either pick from our list of secret questions, or make up your own.

Choose a secret question

Select a Question

Enter your own question

Enter the answer to the secret question

your answer here

[Contact Us](#)

4. After creating your secret question, you will be taken to the “**My Business Account Website Terms of Use**” page. In order to access My Business Account you will need to accept the terms stated in this page.

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