

Setting Your Payment Plan

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In order to have full access to all of the features of the website and the software, you will need to select a payment plan. While the majority of features and content are available for free, there are a few features that require payment such as:

- Transmitting LIVE filings to EDGAR.

(You will only be charged for LIVE filings that are accepted by EDGAR.)

You can use any portion of GoFiler Online and Go16 Online that is available for free without providing payment information. However, the moment you attempt to use a billable portion of these services, you will be instructed to provide payment.

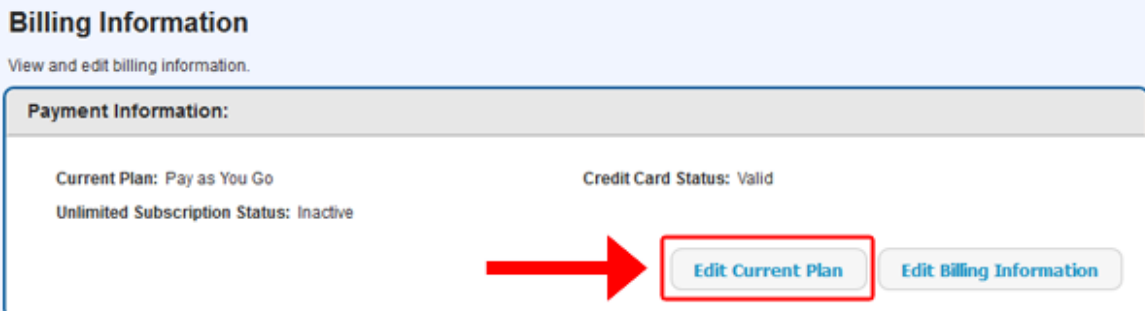
We have provided three flexible payment plans to give you maximum choice and make sure you only pay for the number of filings you need.

- **Pay As You Go:** Pay a flat rate per accepted LIVE filing, regardless of how many filings you perform.
- **Pre-Purchased Filing Credits or (Pre-Pay):** Buy filing credits in bulk at discounted rates before you transmit your filings.
- **Unlimited Subscription:** Pay a flat rate annually for unlimited access to all of the features and content of the services.

To begin using the billable portions of the services, you will first need to select your payment plan.

To select a Payment Plan:

1. Click on the *Billing* link located in the left navigation bar.
2. In the *Payment Information* area, press the *Edit Current Plan* button.



Billing Information
View and edit billing information.

Payment Information:

Current Plan: Pay as You Go Credit Card Status: Valid
Unlimited Subscription Status: Inactive

[Edit Current Plan](#) [Edit Billing Information](#)

A red arrow points to the 'Edit Current Plan' button, which is also highlighted with a red rectangular border.

1. In the form that appears, first select the desired payment plan by clicking on the large button that contains the name and description of the payment plan. When you select a payment plan, that

plan will be highlighted.

3. Set any additional payment options, such as the number of filing credits you would like to buy or whether you intend to pay for the selected plan online or via mail.
4. Press the *Update* button to save your payment plan if you have selected Pay As You Go. Press the *Purchase* button to save your plan and buy your filing credits or subscription if you have selected Pre-Pay or Unlimited Subscription as your plan. If you have selected to pay with a credit card and have not set up a credit card for your account, you will be directed to a page to enter your credit card.

Helpful Hints:

- You can change your payment plan at any time. If you change payment plan from Pre-Pay or Unlimited Subscription to another payment plan, your account will retain access to any remaining filing credits or subscription time. For example, if you change from Pre-Pay to Pay As You Go with five unused filing credits, you will use those remaining filing credits before you are charged for any accepted LIVE filings. If you change from Unlimited Subscription to Pre-Pay or Pay As You Go before your subscription expires, you will retain unlimited access until the end of the subscription term. If you change from Pre-Pay to an Unlimited Subscription with unused filing credits, those credits will remain available to you for use after the term of your subscription ends.