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3. YOU MAY CANCEL YOUR REGISTRATION FOR E-BILLING AT ANY TIME AND SWITCH BACK TO RECEIVING PAPER BILLS BY USING THE ONLINE OR "SELF-SERVICE" OPTION (THE "CUSTOMER SERVICE PORTAL") OR BY CONTACTING SUBSCRIBER SERVICES. THE URL FOR THE CUSTOMER SERVICE PORTAL CAN BE FOUND IN EACH BILLING STATEMENT, ALONG WITH THE CONTACT INFORMATION FOR SUBSCRIBER OR ACCOUNT-RELATED SERVICES ("SUBSCRIBER SERVICES").
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6. Please note that some service providers block e-mail from senders who are not listed in contacts or on safe lists, so you may not receive your paperless billing statement unless you specifically add GateHouse Media to your contacts or "safe senders" list. You must notify GateHouse Media directly if you do not receive your paperless bill for any billing cycle. You agree to hold GateHouse Media harmless for any delay or failure to deliver or receive the paperless bill.
7. To open a paperless billing statement, you will need the subscriber's primary phone number and zip code. You will also be able to print and save your paperless bill. You are responsible for promptly opening and reading the paperless bills. Electronic documents have the same legal effect as printed ones. If you are having trouble opening or viewing your paperless bill, it is your responsibility to notify Subscriber Services of the problem.
8. All paperless bills shall be due and payable on the "date due" of each bill. Information regarding previous bills (if any) is shown at the date the current bill was produced and is subject to change. To request a copy of a previous bill, contact Subscriber Services. Please note that previous bills are archived for a limited period.
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