



Sign up with eInvoice Connect- Hartung Glass Industries New Customer Payment Portal

Two ways to sign up:

1. Send an email to CREDIT@HARTUNG-GLASS.COM for enrollment. Upon enrollment, you will receive an email with login information, and a temporary password. If you have more than one account, we recommend sending your request to our credit team for seamless account linking.
2. Follow the steps below using our new payment portal:

URL: [Hartung Glass Industries Inc. eInvoice Connect](#) (ctrl+click) or copy and paste to the following url to your browser >

<http://secure2.billtrust.com/HARTUNGGLASS/ig/signin>

- A. Open “Sign Up Now” option



- B. Under “ACCOUNT INFORMATION” please enter one of your account numbers (if you have more than one) following the format below:

For example: If your account number (located on your invoice or monthly statement) is 01-0001111>

BT01111 – always use the prefix BT+2 digit account number prefix (either 00,01,40,50 or 80)+last 2-4 digits, removing any leading zeroes.

Next, enter any invoice number showing up on your most recent statement that has not been paid.

Samples:

INVOICE: 2199014
INVOICE DATE: 11/13/2025
ORDER DATE: 11/7/2025
TERMS: NET 30

Account Information
To verify your account, enter your account number along with details from a recent bill.

Customer Number:

Invoice Number:

Sample 2:

I N V O I C E

INVOICE #: W 467770-00
INVOICE DATE: 10/13/25
P.O.#: GRANT COUNTY JAIL
TERMS: 2% 10 NET 30

Account Information
To verify your account, enter your account number along with details from a recent bill.

Customer Number:

Invoice Number:

C. Fill in the remaining prompts and Sign Up!

D. Account Activation: An email will be sent to activate your account first:

You are not done yet! You must activate your account first.

An email has been sent to [REDACTED]@[REDACTED].com.

Once you receive the email, follow the instructions in it to activate your account. Once you activate your account, you can sign in to eInvoice Connect and access your bills.

Note: If you cannot find the activation email, check your filters and spam settings to make sure that it was not blocked.

[Return to Sign In](#)

E. Below is a sample activation email:

eInvoice Connect Activation

 **Billtrust** NEW SENDER
noreply@billtrust.com

[Accept](#) [Block](#)

Billtrust 11:44 AM
To: [REDACTED] ...

Hello HD_TEST,

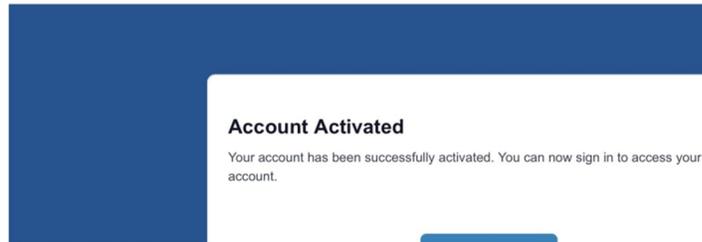
Thank you for enrolling for eInvoice Connect from Hartung Glass Industries Inc..

To get started, activate your eInvoice Connect by clicking on the following link:
secure2.billtrust.com/HARTUNGGLASS/jg/signup/activate?t=BT01276YVVIBQCZKJAN

If you cannot click this link you should copy and paste the entire link into your web browser and hit enter.



F. Upon successful activation, you will see this message on our portal:



G. If you have more than one account or encounter any issues, please send an email to Laura Alcantara > LALCANTARA@HARTUNG-GLASS.COM to link all your accounts and get further assistance.

Thank you, and we appreciate your continued support and partnership with
Hartung Glass Industries.