Online Account (MyAccount) Guide

MANAGE YOUR ACCOUNT ANYTIME, ANYWHERE

CLICK HERE TO CREATE AN ACCOUNT

GETTING STARTED

REGISTRATION

1. Visit your account portal: https://myaccount.usarecycle.com
2. Click Register - You will need:
   - Your 6-digit Customer Account Number
   - An Invoice Number
   - A valid Email Address
3. Enter your account number and invoice number
4. Create your password
5. Check your email and verify your account

Important: Email verification is required for account access

PASSWORD REQUIREMENTS

Your password must include:

- At least 7 characters
- One uppercase letter
- One lowercase letter
- One number
- One special character

FORGOT YOUR PASSWORD?

1. Click Forgot Password
2. Enter your email address
3. Follow the reset link sent to your email

If you do not see the email, check your spam or junk folder.

ACCOUNT MANAGEMENT

ACCOUNT INFORMATION

- Update contact details
- Sign up for paperless billing and email service notifications

SERVICE CALENDAR

Stay up to date with your service schedule:

- View of upcoming service days
- See recent service activity

MANAGING MULTIPLE LOCATIONS OR ACCOUNTS

If you have more than one account, you can switch between accounts once they are linked.

1. Go to User Settings
2. Click Add Account
3. Enter the additional account number and invoice number

BILLING AND PAYMENTS

VIEWING INVOICES AND HISTORY

- View current and past invoices
- Download PDF copies
- See your service and billing history

MAKING A PAYMENT

- View open invoices before paying.
- Credit and debit cards are accepted.
- Payments apply to open invoices on your account

*** The portal works on mobile devices, but for the best experience use landscape mode. Some features work best on a desktop or laptop.*

NEED HELP? PLEASE CALL OR TEXT CUSTOMER SERVICE AT 1-800-998-2984 OR EMAIL US AT SERVICES@USARECYCLE.COM