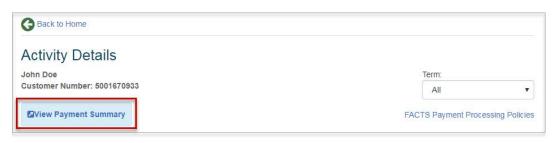
Step 1: Sign in at https://online.factsmgt.com

Step 2: Select View Details

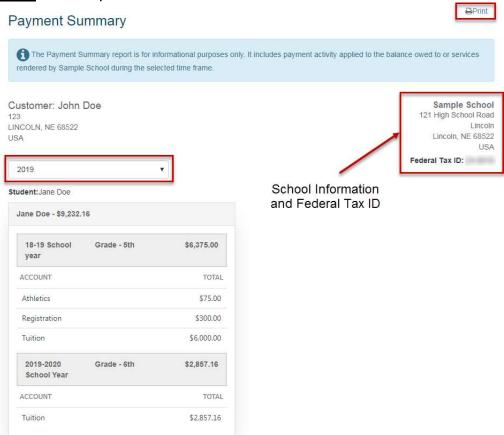


Step 3: Select **View Payment Summary**



Page will open in another window or tab.

Step 4: Select a year and then select Print



If you have any questions, please contact a FACTS Customer Care Representative at 866-441-4637.