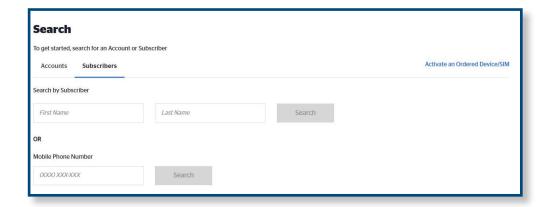


## CHANGE YOUR DEVICE

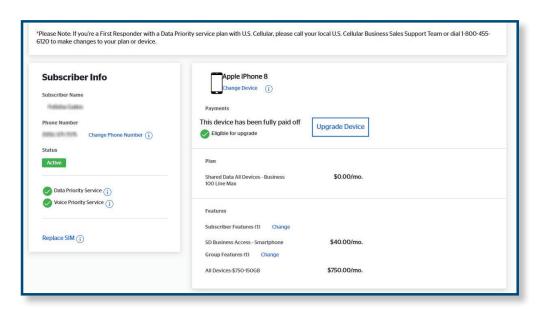
This guide walks through the process of changing your device through the *My U.S. Cellular Business Account* portal.

Please note: This order does not change or impact your phone number or plan.

- Log into your *My U.S. Cellular Business Account* with the login credentials provided to you by your Business Sales Support Specialist.
- On the portal landing page, click "Subscribers" and search by phone number or by the name of the line's owner.



If more than one subscriber fits the criteria entered, locate and click on the correct subscriber. You will be directed to the Subscriber Dashboard. Next to the image of the device will be a link to "Change Device."



## CHANGE YOUR DEVICE



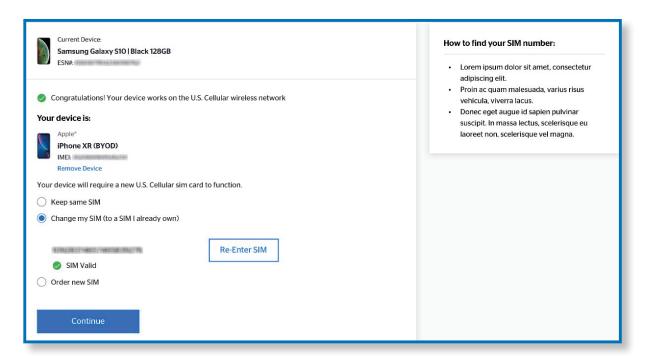


The next screen will request information to process your device change. Enter the **Serial Number** (IMEI or MEID) of the device you want to use in the appropriate field. Guidance on how to find this serial number is located on the right-hand side of the screen.



- You will receive a confirmation message if the device you chose is compatible with our network.
- Next, select a SIM card option to use with your device.
  - "I will use the SIM card from my previous device." Use this option if you would like to transfer the SIM card from your old device to your preferred device.
  - "I already have a SIM." Use this option if you have a new U.S Cellular SIM card that has not been previously associated with a line of service. A box will prompt you to enter the new SIM card number to validate the SIM is available and suitable for use..
  - "Order new SIM." Allows you the option to ship a new SIM kit for use with your device.

Click "Continue" after you make a selection and validate SIM credentials.



## CHANGE YOUR DEVICE

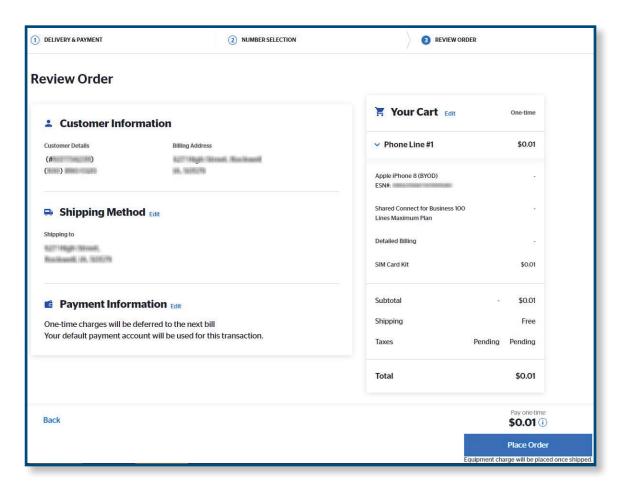




If you selected to keep your old SIM or use a new SIM already in your possession, clicking "Continue" will submit the order. A confirmation message will display at the top of the Subscriber message along with instructions on how to complete activations.

Note: A confirmation email will also be provided that will list the details of your order and a copy of these instructions.

If you order a SIM card, you will be taken to the Delivery and Payment screen. Click "Continue" to check out and place an order.



A confirmation message will display at the top of the Subscriber dashboard. Once you receive your new SIM card use the "Activate a new Device/SIM" to complete activation.

Note: A confirmation email will also be provided that will list the details of your order and a copy of these instructions.