Paying a bill



Once you have added a biller, you can start paying your bills. Locate the biller in the **My billers** list and select "**Pay**."

- 1. Enter the amount.
- 2. Select the **Deliver by date** by clicking on the calendar icon. If available, a rush payment date can be selected for a fee.
- 3. Choose the Pay from account.
- 4. Select the "Pay \$(amount)" button.

Paying a bill

REVIEW AND PAY				PAYMENT CONFIRMATIC	N		
	American Energy Apartment Electric Bill*78965			Let's simplify this process Add autopay so your bill is paid on time, every time.		Add	
		Amou \$67.	^{nt} 98 ~		American Energy Apartment Electric Bill*78965		
	Delive Today	ir by Y	Rush delivery selected 🛄			Your \$57.90 norment is scheduled for May 05	
	Pay fr Main	rom Checking *23456	~		Confirmation	Tour Jor Jo payment is scheduted for may op	
		Cancel	Pay \$67.98		Amount Delivery fee Total amount	\$67.98 \$1.95 \$69.93	
					Pay From Deliver by	Main Checking *23456 May 05	
					Withdraw on	May 05	
					Delivery method	Electronic	
					Type here		
	_						

Review your bill payment details. If everything is correct, select "Pay \$(amount)."

On the Payment Confirmation screen, you have several options:

- 1. Add this bill as an automated payment.
- 2. Add notes to self.

- 3. Save the confirmation receipt.
- 4. Select "**Done**" to return to the payment center.

Paying a bill



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On the Payment Confirmation

- screen, you have several options: 1. Add this bill as an automated payment.
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Setting up a bill reminder



Select a biller from "My billers" that does not already have eBills or Autopay set up.

On the Biller Details page, select the "Add Reminder" button.

Setting up a bill reminder

4. Select a Remind me in Advance option.

Federal Electric		Federal Electric			
Effectuic Diff. 7 8302		Electric Bitt. 76365			
1 Typical due date	-			\checkmark	
08/01/2023			Your r	eminder is confirmed	
Typical amount due			Typical due date	Aug 01	
2 \$125.00			Typical amount due	\$125.00	
			Frequency	Monthly	
Bill received			Remind me in advance	05 days	
3 Monthly	~		We'll send an email to gWashington@johnandjanedoe.co	n each time a payment is due, sent, or not paid.	
Remind me in advance					
05 days	~		Go to biller details	Go to pay bills	
We'll send an email to gwasnington@jon	nnandjanedoe.com each time a payment is due, sent, or not paid.				
Cancel	Set reminder				
	Add autonay instead?				
	<u>Managent Inscan</u>				
1. Select the bill's Typical due date.	When all the information has been entered,	You will see a conf	firmation for your new Reminde	r.	
2. Type in the Typical amount due	select the "Set reminder" button.				
2. Type in the Typical amount due.					
3. Select the Bill received frequency.					

Setting up a bill reminder



Select a biller from "**My billers**" that does not already have eBills or Autopay set up.

On the Biller Details page, select the "Add Reminder" button.

- 1. Select the bill's Typical due date.
- 2. Type in the **Typical amount due.**
- 3. Select the Bill received frequency.
- 4. Select a **Remind me in Advance** option.

When all the information has been entered, select the "**Set reminder**" button.

You will see a confirmation for your new Reminder.

Request and Pay an eBill

		Hobile Ultra
Enter biller name to get started	Q Add biller	Supprist Salar
Incoming hills	Tetel Duri \$67.08	eBills let you view and pay your bills in one place. You'll get an email notification when your bill is due.
Opcoming bits	Total Due: \$07.56	> More about eBills
American Energy Apartment Electric Bill*78965	\$67.98 Due May 31	Confirm your identity
		Confirm your identity to Mobile Ultra by providing the following information.
My billers	Sort by 🔻	Zip Code 68010
A Try the new way to quickly find your bills You decide which ones we'll get the info so it's fast and convenient.	Find my bills >	Confirm your service address
Greatest Lawn Care	Last Payment \$79.01 Scheduled May 13	Enter a U.S. address where you receive your services. If you don't have a U.S. address, call us. P.O. Box 6416 Carol Stream, IL 60197-6416 Phone 000-000-0000
Cellphone*51217	Last Payment \$202.14 Scheduled May 13	
Get your electronic statements and payment reminders here with eBills. >		Don't request eBills Request eBills
Hobile Ultra	Pay	
Cettphone.2121/		
Get your electronic statements and payment remind	ers here with eBills. 🗲	

eBills are electronic statements that you can request to arrive directly in your payment center each month.

Select the eBills link below the biller to request your electronic statement.

Confirm your identity and services address. Then select "Request eBills."

Request and Pay an eBill

Mobile Ultra		PAY BILLS ACTIVITY	
Cellphone*51217		Enter biller name to get started	Q. A
	Your eBill has been requested	Upcoming bills	Total Dr
	We'll switch you from paper bills to eBills once you've been activiated and received your first eBill (usually within 1- 2 billing cycles.)	Apartment Electric Bill*78965	\$67.98 Due May 31
	Until then continue to pay your paper bills.	C P Mobile Ultra Cellphone*51217	\$202.14 Due May 13
	Go to biller details Go to Pay Bills	My billers	
		C Try the new way to quickly find your bills You decide which ones we'll get the info so it's fast and convenient.	Find my
		Greatest Lawn Care Lawn Care*41173	Last Payment \$79.01 Scheduled May 13
		C ♥ Federal Electric Electric Bill*78965	Last Payment \$80.82 Processing May 11
		Get your electronic statements and payment reminders here with eBills. >	

From the eBill confirmation screen, select "Go to biller details" if modifications are needed, or select "Go to Pay Bills" to see a complete list of bills.

After one or two billing cycles, the eBill will show up in the **Upcoming bills** section. Select **"Pay"** to make a payment.

Request and Pay an eBill



Select the eBills link below the biller to request your electronic statement.

Confirm your identity and services address. Then select **"Request eBills."**

From the eBill confirmation screen, select "Go to biller details" if modifications are needed, or select "Go to Pay Bills" to see a complete list of bills. After one or two billing cycles, the eBill will show up in the **Upcoming bills** section. Select "**Pay**" to make a payment.

Set up Autopay

Enter biller name to get started Add biller Upcoming bills Total Due: \$67.98 American Energy Apartment Electric Bill*78965 My billers Sort by Sort by Find my bills > Greatest Lawn Care Lawn Care*41173 	Mobile UI Cellphone ¹ PO Box 52: Omaha NE, Phone: (40) eBills
Upcoming bills Tota Due: \$67.98 American Energy \$67.98 Apartment Electric Bill*78965 Due Jun 01 My billers Sort by < Try the new way to quickly find your bills You decide which ones we'll get the info so it's fast and convenient. Find my bills > Createst Lawn Care Last Payment \$79.01 Pay Scheduled May 14 Pay	PO Box 52. Omaha NE, Phone: (40:
American Energy Apartment Electric Bill*78965 My billers Sort by Image: Sort by the new way to quickly find your bills You decide which ones we'll get the info so it's fast and convenient. Find my bills > Image: Scheduled May 14 Pay Native liter:	eBills
My billers or Try the new way to quickly find your bills You decide which ones we'll get the info so it's fast and convenient. Find my bills > Image: Createst Lawn Care Lawn Care*41173 Last Payment \$79.01 Pay	eBills
Try the new way to quickly find your bills You decide which ones we'll get the info so it's fast and convenient. Find my bills Greatest Lawn Care Lawn Care*41173 Last Payment \$79.01 Pay Scheduled May 14	Get the conve
C Transformed Care Last Payment \$79.01 Pay Scheduled May 14 Pay	Autopay Add automati
Cellphone*51217 Scheduled May 14	
Get your electronic statements and payment reminders here with eBills. >	
Federal Electric Last Payment \$80.82 Electric Bill*78965 Processing May 12	



Select the biller you'd like to set up with autopay from the My billers list.

Select "Add autopay." If the biller has been set up with eBills, you will have the option to pay the amount due or a fixed amount for your autopayments.

Set up Autopay

D Mobile Ultra			Hobile Ultra Cellphone*51217		
Cellphone*51217	7				
	First delivery date 05/15/2023			You	r autopay is confirmed
	Payments that fall on a weekend or	r holiday will be changed to previous business day.			
	Pay from			First Delivery Date	May 15
	Main Checking *23456				Payments that fall on a weekend or holiday will be changed to previous business day.
	Always pay			Pay from	Main Checking *23456
	\$0.00	Francisco		Always pay	\$135.00
	Frequency	Weekly		Frequency	Weekly
	4 About frequencies 0	Every 2 Weeks		Duration	Until I stop payments
		Every 4 Weeks	· · · · · · · · · · · · · · · · · · ·	We will condernatic to Machington Michandia	nedes cam when
	5 Duration	Monthly		A recurring payment is added and is pending	nedoe.com when:
		Twice a month		A recurring payment has been sent	
	Cance	el Add Autopay		Before the last recurring payment is sent out	4
_					
	Duration			Go to biller details	Go to pay bills
	Until I stop payments				
	Until a specific date				
	For a specific number of payments				
L					
1. Select the F the calenda	ricon.	cking on 4. Chose a Frequency from the drop-down menu.	Verify the Auto	ppay details. Select "Go to biller	details" if you need to make modifications or "Go

- 2. Select the **Pay from** account.
- 3. Enter the amount to Always pay.

- menu.
- 5. Chose a **Duration** from the drop-down menu.
- 6. Select "Add Autopay."

spay to pay bills" to return to the payment center.

Set up Autopay



Select the biller you'd like to set up with autopay from the **My billers** list. Select "**Add autopay.**" If the biller has been set up with eBills, you will have the option to pay the amount due or a fixed amount for your autopayments.

- 1. Select the **First delivery date** by clicking on the calendar icon.
- 2. Select the Pay from account.
- 3. Enter the amount to Always pay.
- 4. Chose a **Frequency** from the dropdown menu.
- 5. Chose a **Duration** from the dropdown menu.
- 6. Select "Add Autopay."

Verify the Autopay details. Select "**Go to biller details**" if you need to make modifications or "**Go to pay bills**" to return to the payment center.