smarthub

Pay Your Bill

Overview

SmartHub Web makes it easy for you to pay your bill. You can pay your entire balance due, make a partial payment, or pay a specific amount, for one account or several. You can use a stored payment method, or add additional ones you can use one time or save them for future use. This document tells you how to do it from your iPhone.
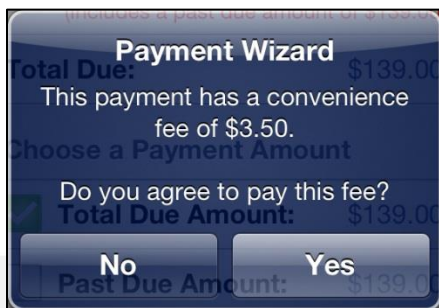
Pay Your Bill

1. Tap the **Bill & Pay** icon.

2. Tap the **Pay** Button.

Bill & Pay

3. If a fee applies, tap **Yes** to accept & continue.

The Payment Summary screen appears.

4. Determine the amount you wish to pay and tap the corresponding checkbox:

- **Total Due Amount**: The default selection that will automatically be checked.

- **Past Due Amount**: This option allows you to pay only the amount past due and not the amount currently due. This option will not appear if you do not have a past due amount.

- **Other Amount**: This option allows you to set the amount of your payment. Tap the matching field and enter the amount you want to pay.

5. Select a payment method:

   Use Existing:

   a. Tap the stored payment method you wish to use.

   The Review Payment screen displays.

   b. Review the information for accuracy. Credit or Debit cards will also require you to enter the associated CVV code.

   c. Tap the **Make Payment** button.

   A Success alert appears indicating your payment has processed.

   d. Tap **Close** to return to the Bill & Pay screen.

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Use Other Payment Method:

a. Tap **Use Other Payment Method**.

| Use Other Payment Method | ❯ |

b. Select the payment type you wish to use: **Credit** or **Debit Card**, **Checking** or **Savings Account**.

   The Add Payment screen appears.

c. Enter information in the required fields.

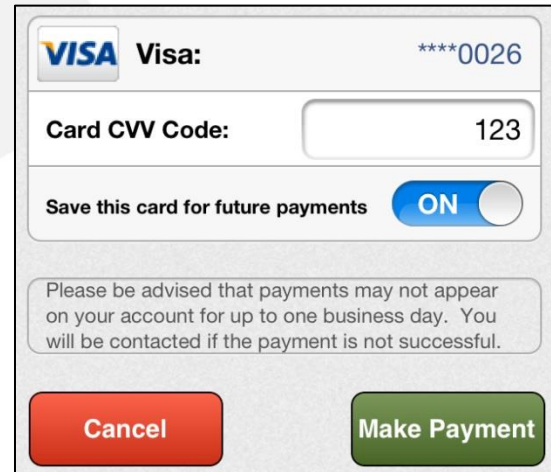d. Once satisfied with your entries, tap the **Continue** button at the top of the form.

Select Type **Add Payment** Continue

   The Confirm screen displays.

e. Review the payment method information, and if correct, tap the **Continue** button.
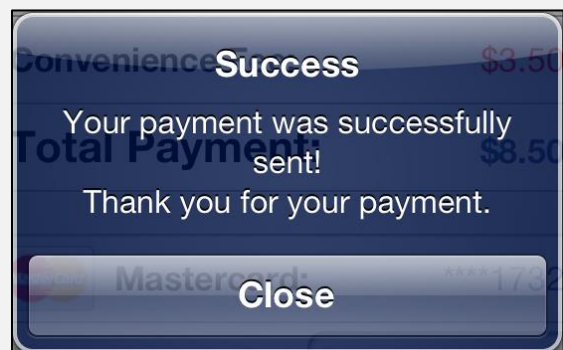
Add Payment **Confirm** Continue

   A payment confirmation screen appears.

f. Review the payment information. Credit and debit cards require you to input the CVV code.

VISA Visa: ****0026

Card CVV Code: 123

Save this card for future payments **ON**

Please be advised that payments may not appear on your account for up to one business day. You will be contacted if the payment is not successful.

Cancel   Make Payment

g. If desired, swipe the **Save [payment method] for future payments** switch to **On** to store this payment method for future use. Rest assured your information is securely stored in accordance with credit card industry data security standards.

h. Tap the **Make Payment** button.

   A Success alert appears indicating your payment has been processed.

Convenience $3.50
Success
Total Payment: $8.50
Your payment was successfully sent!
Thank you for your payment.
Mastercard: ****173
Close

i. Tap **Close** to return to the Bill & Pay screen.