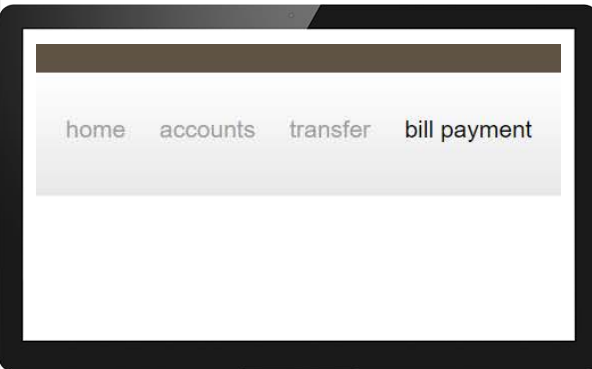


# How to Enroll in Bill Pay

Pay bills with the click of a button

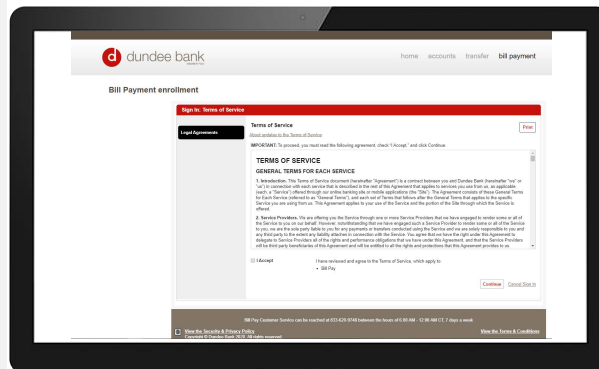
## Step 1

Log into Online Banking. Select **bill payment** at the top right. Review the

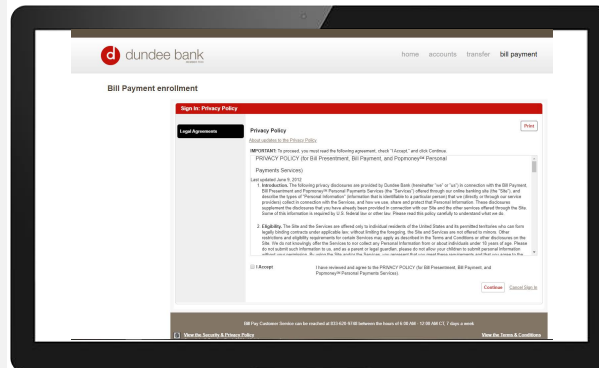


## Step 2

Review the Terms of Service. Check the **Accept** box and click **Continue**.

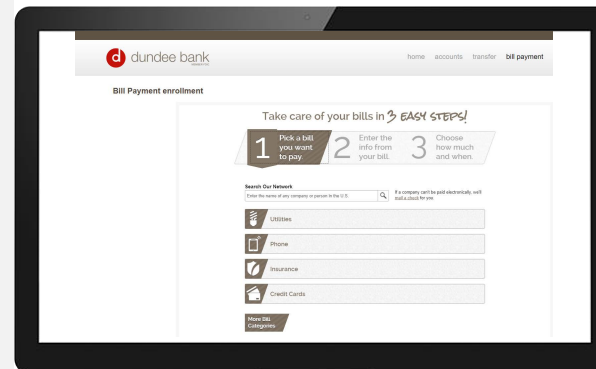


Review the Privacy Policy. Check the **Accept** box and click **Continue**.

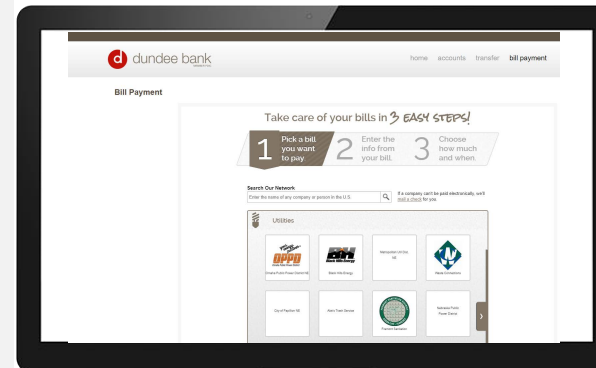


## Step 3

Now you can add your payees. To start, select a category or enter a name under "Search our Network".

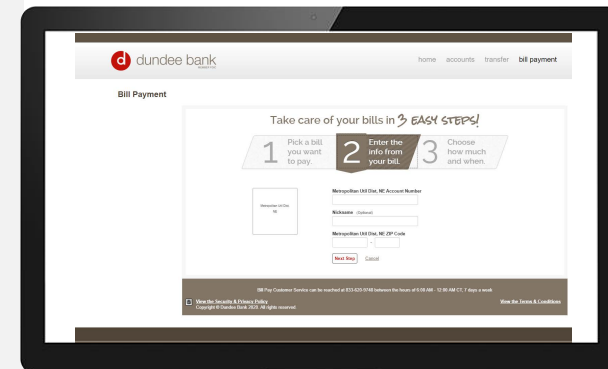


If you select a category, you will see commonly used payees.

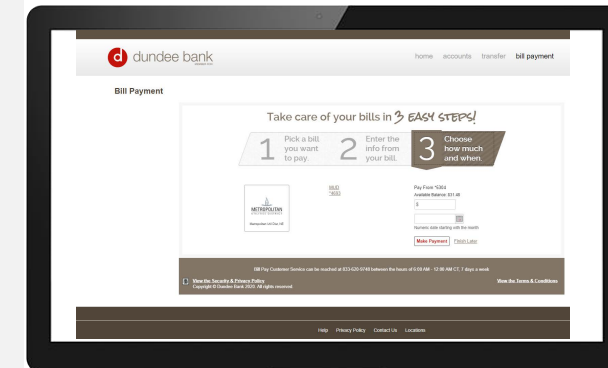


## Step 4

Enter applicable information including account number, nickname, etc.



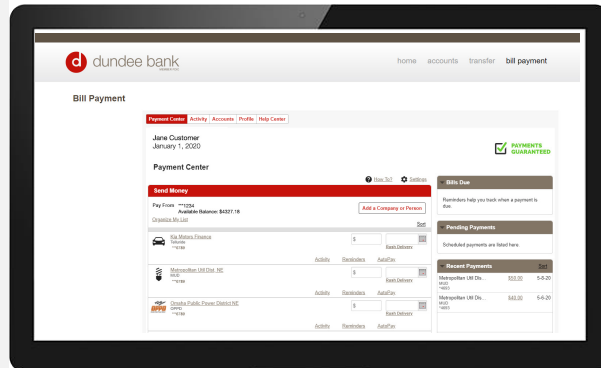
Enter the payment amount and date. You may also choose to finish the payment later.



# How to Enroll in Bill Pay

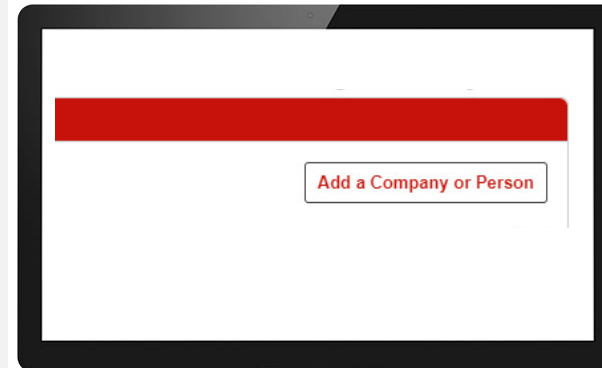
## Payment Center

On the Payment Center screen you can view payees, make payments, and see pending and recent payments.



## Add a Payee

To add another payee, select **Add a Company or Person**.



You may select a category or enter a name to search.

