Bill Pay – CheckFree RXP

The Payment Center is your Bill Pay Dashboard

- Quickly add your bills
- Pay a company or person
- Manage your contacts
- View your activity
- Set up reminders
- Set up Automatic payments
- Set Up Recurring payments
- Activate and manage eBills

		Payment Cen	ter Activity	Send Money	with Żelle	Transfer Money	Accounts M	Profile	Help Cen
Payment Center							G Wedne	eorge Wa sday, Ma	ashington y 26, 2021
	Try the new way t You decide which ones - we'l	to quickl	y add y so it's fast i	/OUR bill and conveni	S ent.		A	ld My Bil Remino	IIs Now d Me later
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Contract Classic

674.00

05 46 34

Easily Activate eBills from the Bill Pay Dashboard

- 1. Locate the Payment Center
- 2. Click the **Quick eBill Activation link**
- 3. Click Get My Bill Here
- 4. Accept the Terms & Conditions
- 5. Submit



Bill Pay: Adding a Bill

Step 1

Have your bill handy!

From your Payment Center, click on the **Add a Company or Person** button.

Step 2

You can search for a company by entering the name or select the category and browse for your company's icon.

Step 3 🕨

Enter your account information. Give your new biller a nickname so that you can find it easily in the future. Click **Add Bill**.







If your company is not in the provided list, select the **Other Company** icon and follow the prompts to enter your biller's information.

Note: When you return to the Payment Center, you will find your new Company in your biller list.

Bill Pay: Adding a Bill

Step 4

Locate your new Biller in the Payment Center. Enter the amount to be paid, select the date for your payment to arrive and click **Send Money**.

Review your bill information and **Submit Payment**. Next, you will receive a payment confirmation.

Thomas Jefferson tjefferson@jonandjanedoe.com	*23456	•		h Delivery
	Activity	Reminders	<u>AutoPay</u>	<u>n Deilvery</u>
⊸ My Bills				Sort
*98765	*23456	•	Rus	h Deliverv
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*61812	*23456	•	Rus	h Delivery
UE JUN 21 for \$158.19	<u>Activity</u>	Reminders	AutoPay	<u>eBills</u> on
ABC Waterworks *44477	*23456	•	Rus	h Deliverv
	<u>Activity</u>	Reminders	AutoPay	
Always show Send Money			Total: \$125.00	Send Money

Note: You can change the amount date due or cancel the payment up until the payment is processed.

Bill Pay: Paying a Bill

Step 1

Paying bills is as easy. Locate the biller, enter the **Amount** due and select your **Deliver By** date.

Payment Genter	A H	
Send Money	V How to? V	Settin
	Quick eBill Activation Organize My List Add A Company Or Per	son
▼ Household		Sort
Federal Electric 78965 Details	Pay From Amount Deliver By *23456 \$ 125.00 06/05/2019 Rush Delivery Rush Delivery Rush Delivery)
Get eBills	<u>Activity Reminders AutoPay eBill</u>	<u>s</u>
*41173	*23456 💌 💲	
	Activity Reminders AutoPay on	
▼ Personal		Sort
Mobile Ultra	*23456 💌 💲	

Note: The earliest standard delivery is added automatically.

Step 2

If you need your payment made quicker, you can choose the **Rush Delivery** link and the next day will be entered into the **Deliver By** field.

The link will change to Don't Rush Delivery, click cancel Rush Delivery.



Note: You can also select the *Rush Delivery* option by clicking the highlighted date within the expanded calendar.



Bill Pay: Paying a Bill

Step 4

Once you enter the amount to be paid, select the date for your payment to arrive, click **Send Money**.

Review your bill information and **Submit Payment**. Next, you will receive a payment confirmation.

								<u>Sign Ou</u>
				T (H		M D (1		
	Pay	ment Center Activity	Popmoney	Transfer Money	My Accounts	My Profile	Messages	Help Cente
Payment Confirmation								
 Payments Submitted 								
Federal	D F	100100					ECTRONIC	
	Amount	\$125.00						
Federal Electric *78965	Withdraw or	Jun 07, 2019					DELIVER BY	
Add Note	indiada of	001101,2010					Jun	
							07	1
				Payment Total	\$125.00	Return To Pa	yment Cente	er <u>Print</u>
	Customer Service can be reached at	800-877-8021 between t	he hours of 7a	im to 1am ET sever	days per week.			
/iew the Security & Privacy Polic	¥						Term	s & Conditio
© 2019 Beavercreek Marketing, divi	sion of Beavercreek Inc.							

Note: You can easily change the amount date due or cancel the payment from the **Pending Payments** section up until the payment is processed.

Incoming Payments

Send Money

This section lists only those incoming payments you need to take action on.

▼ Reminders			
National Credit *98765		\$60.82	06-11-19
			Manage Dismiss
Telecom *61812		\$158.19	06-21-19
			Manage Dismiss
т	otal	\$219.01	
▼ Pending Paym	ients		
Outgoing Inco	ming		
All Accounts			\checkmark
Super Financial *41173		<u>\$790.01</u>	06-11-19
			Change Cancel
Mobile Ultra		Cancel this	payment
51217		Stop AutoF	ay series
Federal Electric *78965		<u>\$125.00</u>	06-07-19
			Change Cancel
Т	otal	\$1,021.53	
▼ Recent Payme	ents		
Recent Payme Outgoing Inco	ents ming		
Recent Payme Outgoing Inco All Accounts	e nts ming		
Recent Payme Outgoing Inco All Accounts Federal Electric *78965	ming	<u>\$125.00</u>	06-06-19

Bill Pay: Making a Rush Payment

Step 1

Paying bills is as easy. Locate the biller, enter the **Amount** due and select your **Deliver By** date.

Payment Genter		
		How to? Setting:
Send Money		
	Quick eBill Activation Organize My List	dd A Company Or Person
		Sort
rederal Electric *78965 Details	Pay From Amount *23456 •	t Deliver By X 25.00 06/05/2019 Rush Delivery
Get eBills	Activity Reminders	AutoPay eBills
*41173	*23456 🕥 \$	Rush Delivery
	Activity Reminders	AutoPay on
▼ Personal		Sort
Mobile Ultra *51217	*23456 🔍 \$	

Note: The earliest standard delivery is added automatically.

Step 2

If you need your payment made quicker, you can choose the **Rush Delivery** link and the next day will be entered into the **Deliver By** field.

The link will change to Don't Rush Delivery, click cancel Rush Delivery.

Payment Center	
Send Money	We How to? Settings
	Quick eBill Activation Organize My List Add A Company Or Person
 Household 	Sort
Federal Electric 708965 Details	Pay From Amount Deliver By *23456 \$ 125.00 06/04/2019 * \$0.00 Don't Rush Delivery Activity Reminders AutoPay eBills
Super Financial *41173	*23456 💽 💲 🕅 🕅 <u>Rush Delivery</u> Activity Reminders AutoPay 🐼
▼ Personal	Sort

Note: You can also select the **Rush** *Delivery* option by clicking the highlighted date within the expanded calendar.



Note: You can change the amount date due or cancel the payment up until the payment is processed.

Step 3 🕨

Once you enter the amount to be paid, select the date for your payment to arrive, click **Send Money**.

Send Money

Review your bill information and **Submit Payment**. Next, you will receive a payment confirmation.

	Pay	ment Center Activity	Popmoney	Transfer Money	My Accounts	My Profile	Messages	Help Cen
Payment Confirmation								
Payments Submitted								
Federal	Pay From	*23456				EL	ECTRONIC	
	Amount	\$125.00				Rus	h Delivery	
*78965	Fee	\$0.00				DE	LIVER BY	
Add Note	Withdraw on	Jun 06, 2019					Jun	
							06	J
				Payment Total	\$125.00	Return To Pay	ment Cente	r <u>Print</u>
	Customer Service can be reached at	800-877-8021 between	the hours of 7a	m to 1am ET sever	days per week.			
View the Security & Privacy Polic © 2019 Beavercreek Marketing, div	¥ ision of Beavercreek Inc.						Terms	& Conditi

Bill Pay: Request an eBill

Step 1 🕨

More and more billers offer the eBill option. eBills are electronic statements that you request and will arrive directly in your Payment Center each month.

With eBills, you can receive, pay, print, file your bills each month all without visiting a mailbox!



If your biller offers eBills (electronic statements), you will see the **Get My eBill Here** link. Click on the link or click on the **Get eBills** flag. Step 2 🕨

eBills are easy to set up. Provide the verification information that your biller requires, accept the Terms and Conditions and click **Add**.

Other available eBills will display; you may request all of them at the same time.

Step 3

Review your information and Submit.

Have your bills del Up to 2 bills can be delivere you're finished, click Submi	ivered here, safely and a dhere. Complete the information for e it to request e-bills from the selected b	securely. * sach biller you want to receive e-bills from and click Add. When illers.		Have your bills del	en the bill is due and how much you livered here, safely and ed here. Complete the information for	securely.
Available Bills Federal Electric	2 Federal Electric	*Account Number Federal Electric *78965	٥	you're finished, click Subm Available Bills	it to request e-bills from the selected I Federal Electric	villers.
*78965 Mobile Ultra *51217 Ready to Submit View Summary	O Service Name And Address Chance George Washington The White House 1600 Pennsylvania Avenue NW Washington DC, 20500	*Last 4 Digits of SSN	6 5 ·	Mobile Ultra *51217 Ready to Submit View Summary Federal Electric *78965	Service Name And Address Change George Washington The White House 1600 Pennsylvania Avenue NW Wesbington DC 20500	*Account Number Federal Electric *78965 *Last 4 Digits of SSN 1234 Terms of Use Your bill will be delivered here and will no longer be delivered in the mail. You can cancel at any time. ✓ I have read and agree to the biller's Terms & Conditions By submittings this form, your are agreeing to receive your statement electronically and to stop receiving paper statements. You may receive up to two more statements in the mail before the paper bill is discontinued.
Submit Cancel	I agree that you may send me en may send m	may share my email address with the selected billers, and they mail about their services. Sort Air Accounts Federal Electric \$125 78955 \$125		Submit Cancel	✓ I agree that you may send me e	Update Skin This Biller may share my email address with the selected billers, and they mail about their services.

Note: Depending on the biller, it may take one or two billing cycles to show up in your Payment Center.

Bill Pay: Pay an eBill

Step 1

My Bills

UE JUN 11 for \$60.82

*61812

DUE JUN 21 for \$158.19

ABC Waterworks

Always show Send Money

Once your eBill is activated, a small ON icon will display next to the eBill link in your Biller's listing. When you bill is ready, you will see the DUE date and amount flag display.

Simply click the **eBill** link next to the ON icon.

Step 2

Clicking the flag or the eBill link will display your payment information.

To make a payment, just select from the list (Min, Amt Due or Balance) or enter the **Amount**, the **Pay From** account and **Delivery Date**.

Step 3 🕨

Review your information and Submit.

			\mathbb{R}		Sign C
Sort		▼ My Bills Sort			Payment Center Activity Popmoney Transfer Money My Accounts My Profile Messages Help Center
*23456		National CreditPay FromAmountDeliver By*98765*23456\$60.8206/11/2019Details*23456*		Review Payments	Bay Eron 12165 ELECTRONC
Rush Delivery Activity Reminders AutoPay eBills ON	Į	Rush Delivery DUE JUN 11 for \$60.82 Activity Reminders AutoPay eBills Image: Constraint of the second s			Amount \$50.82 DELIVER BY Withdraw on Jun 11, 2019 Jun 11
*23456 💽 \$ Rush Delivery		X Bill Due	0		Payment Total \$50.82 Submit Payments Make Changes Cancel
Activity Reminders AutoPay eBills on		This bill is ready to be paid. File the bill if you paid it elsewhere.			
*23456 💌 💲 🛄		Due Jun 11 Image: Second		Customer Service can b View the Security & Privacy Policy © 2019 Beavercreek Marketing, division of Beavercreek Inc.	e reached at 800-877-8021 between the hours of 7am to 1am ET seven days per week. Terms & Condit
Activity Reminders AutoPay		Balance \$60.82 View Bill File Bill			
Send Money		You can <u>cancel eBills</u> anytime.			

Note: With eBills you are in control. You can update or cancel your eBill at any time.

Bill Pay: AutoPay

Step 1

Select the AutoPay link within the selected Biller area. This will expand the dialogue box. Click on the **Set Up AutoPay** link.

Payment Center	
	How to? Settings
Send Money	
<u>Qı</u>	ick eBill Activation Organize My List Add A Company Or Person
Household	Sort
Federal Electric	Pay From Amount Deliver By *23456 \$ Rush Delivery
Get eBills	Activity Reminders AutoPay eBills
Never Miss a	× Payment
Avoid the hassle set amount on a soon as the prev	s of missing payments or scheduling them one at a time. Pay a regular schedule. Your payments are automatically scheduled as lous one is delivered.
Set Up AutoPay	
- Super Financial	

Step 2

Electric Bill

*23456 Amount

First Delivery Date (MM/DD/YY)

Select A Frequency

Select a Duration
Get Email Notifications
Start Sending Payments

Duration

 Payments that fall on a weekend or holiday will be changed to previous business day.
 Frequency <u>About Frequencies</u>

*78965 Pay From

set an

Enter the following information to manage your new auto payment (Recurring Payment):

•

~

Cancel

 \checkmark

- Select the Pay From account
- Enter the **Amount** of payment

Manage AutoPay for Federal Electric

• Enter First Delivery Date

Step 3 🕨

×

The **Frequency** dropdown will allow you to select how often payments are sent.

The **Duration** dropdown will allow additional fields to display based on the option selected.

Get e	Bills	Manage AutoPay for Federal Electric Electric Bill	\$158.19	06-: Manage I E
	Never	*78965 Pav From	\$219.01	
	Avoid t	*23456		
	set am			
	soon a: Set Up	Amount \$ 100.00		
		First Delivery Date (MM/DD/YY)		
	Super Financial	06/06/2019	<u>\$790.01</u>	06
	*411/3	will be changed to previous business day.		
		Frequency About Frequencies		Change
		Monthly	<u>\$106.52</u>	06
▼ P	ersonal	Duration		Change
	Mobile Ultra	Until I stop these automatic payments	<u>\$125.00</u>	06
		Get Email Notifications		Change
eBill I	ntro Ends 45 Days	Email Address	\$1.021.53	
	Thomas lefferson	mvemail@email.com		
	tjefferson@jonandjanedoe.com			
	•	Email me when my payment is pending		
		Email me when the payment has been sent		
- N	ly Bills	Email me before sending the last payment		
	National Credit	Start Sending Payments Cancel	<u>\$125.00</u>	06
			\$125.00	

- Select **Frequency** of delivery
- Select the **Duration** of payments
- Get notified by selecting Email Notifications

Once all of your options are selected, Click **Start Sending Payments**

Bill Pay: Setting up a Reminder

Step 1

Select the Reminders link within the selected Biller area. This will expand the dialogue box. Click on the **Set Up Reminder** link.

Step 2

Enter the following information to manage your new Reminder.

- Select Typical Due Date
- Enter Typical Amount Due
- Select Frequency of Bill Received

Step 3 🕨

You will receive a confirmation for your new Reminder.

Payment Center			Manade Reminders for Federal Electric		I Electric Pay From Amount Deliver By X	* Reminders
How to? Settings Send Money		Know	Typical Due Date		*23456 \$ Rush Delivery	*98765
Quick eBill Activation Organize My List Add A Company Or Person		Remino Center	mm/dd/yyyy Typical Amount Due		Activity Reminders AutoPay eBills	Telecom \$158.15 *61812
✓ Household Sort		<u>Set Up</u>	\$		× Know When Payments Are Due	Total \$219.07
Federal Federal Electric Pay From Amount Deliver By N *78955	r Fina	inancial	Bill Received Select a frequency		Reminders alert you when your payments are due. They appear in Payment Center. You can also get email reminders to track the status of the payment.	* Pending Payments
Rush Delivery Get eBills	•		Remind Me In Advance Select From List	•		Outgoing Incoming All Accounts
			Email Address		Reminder Changed for Federal Electric	× \$790.0'
Know When Payments Are Due	<u>le Ultr</u>	<u>Jltra</u>			You changed the reminder for Federal Electric	
Reminders alert you when your payments are due. They appear in Payment Center. You can also get email reminders to track the status of the payment.	45 Da	Days	Email me when my bill is due		Close	<u>\$106.5</u> 2
Set Up Reminders	nas Je on@jon	Jefferson jonandjanedoe.com	Email me in not part by the due date Email me when the payment has been sent		*23456 💌 💲 📰	Total \$896.53
Super Financial *23456			Save Changes Cancel		Activity Reminders AutoPay eBills 🖾	✓ Recent Payments

- Enter your Email Address
- Select email notification options
- Click Save Changes