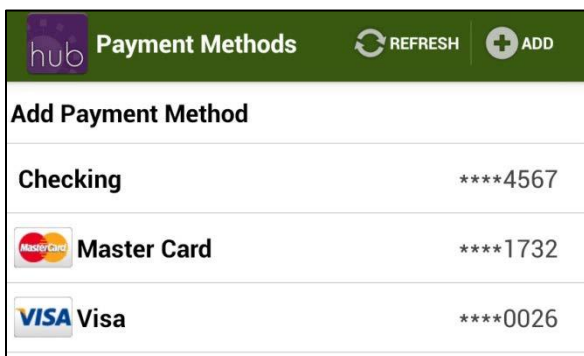## Overview

SmartHub allows you to conveniently pay your bill from your smartphone or tablet. To make it easy, SmartHub allows you to store credit or debit card and bank account information within the app. That way you don't have to reenter that information every time you pay your bill. Rest assured your information is securely stored in accordance with credit card industry data security standards.

You can *add*, *delete*, and *edit* payment methods.

## Add a Payment Method

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

2. Tap **Manage Payment Methods**.

3. Tap **Add Payment Method**.



*The Select Payment Method Type screen appears.*

4. Tap the payment method type you wish to add: **Credit** or **Debit Card**, **Checking** or **Savings Account**.

   *The Add [Payment Method] screen appears.*

5. Enter information in the required fields.

6. Once satisfied with your entries, tap the **Continue** button at the bottom of the form.



*A read-only display of the payment method's details appears for you to review.*

7. If the information is correct, tap the **Confirm** button to save your payment method.
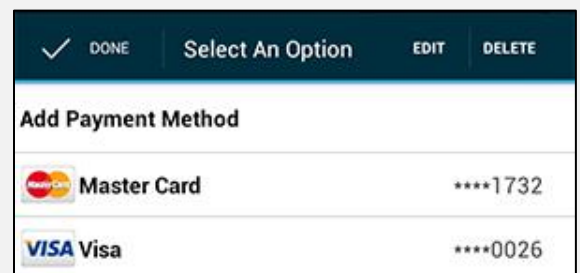


*Your payment method is saved and now appears on the Payment Method screen.*
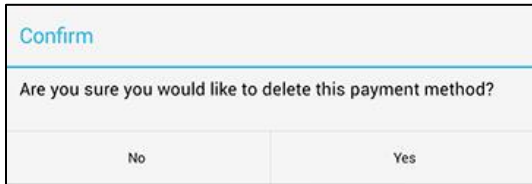
## Delete a Payment Method

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

2. Tap **Manage Payment Methods.**

3. Tap the Payment Method you wish to delete.

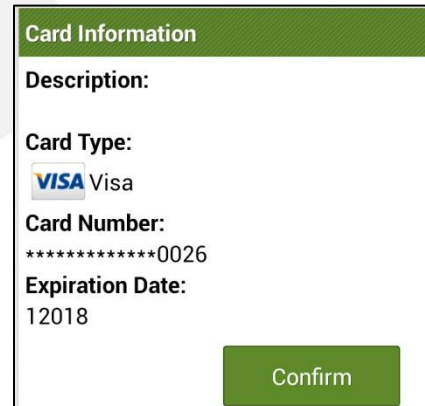   *Two buttons will appear in the upper right: **Edit** and **Delete**.*



4. Tap the **Delete** button.

   *A confirmation alert appears, asking you to confirm your request.*

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5. Tap **Yes** to delete the selected payment method.

   *You are returned to the Payment Methods screen where you can see your payment method no longer appears.*

## Edit a Payment Method

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

2. Tap **Manage Payment Methods.**

3. Tap the payment method you wish to edit.

   *A menu will appear at the top of the screen.*



4. Tap the **Edit** button in the upper right.

5. Update the out of date information. Please note only certain fields can be edited. If you need to make changes to fields that cannot be edited, you will need to delete this payment method and enter a new one.

6. Once satisfied with your edits, tap the **Continue** button.

   *A read-only display of the payment method's details appears for you to review.*
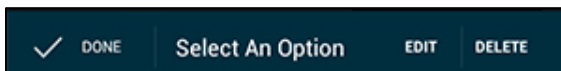


7. Confirm the information displayed is correct and tap the **Confirm** button.

   *Your edits are saved and you are returned to the Payment Methods screen.*