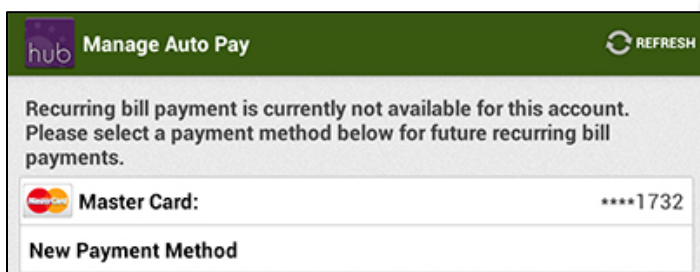## Overview

SmartHub allows you to sign up for recurring payments – meaning your bill will automatically be paid each month in full without any further action on your part. If you'd like to set up automatic payments from a bank account or card, SmartHub makes it easy to manage them from your smartphone or tablet.

Here you'll learn to *enable, disable, and edit* recurring payments.

Enable Recurring Payments

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

2. Tap **Recurring Payments**.

   A message displays indicating that recurring bill payment is currently not available for this account. Any stored payment methods also display.

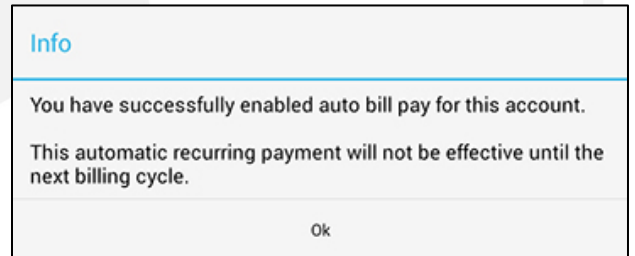3. Select a payment method to use for future automatic payments: Stored or New.

   Stored Payment Method

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

      A confirmation screen appears.

   b. Review the information and tap the **Confirm** button.

A confirmation alert displays.

c. Tap **OK.**

The Manage Auto Pay screen appears with a message indicating recurring bill payment is currently activated for this account.
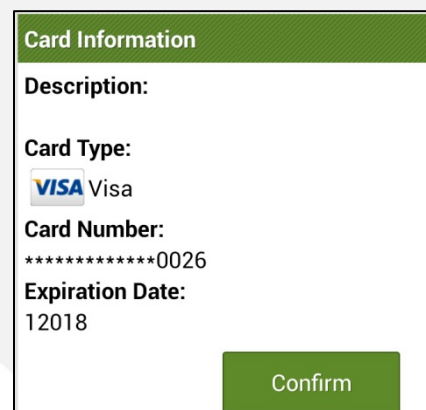
New Payment Method

a. Tap **New Payment Method.**

b. Select the type of payment method you wish to use: credit or debit card, checking or savings account.

   A form displays asking you for information about your selected payment method.
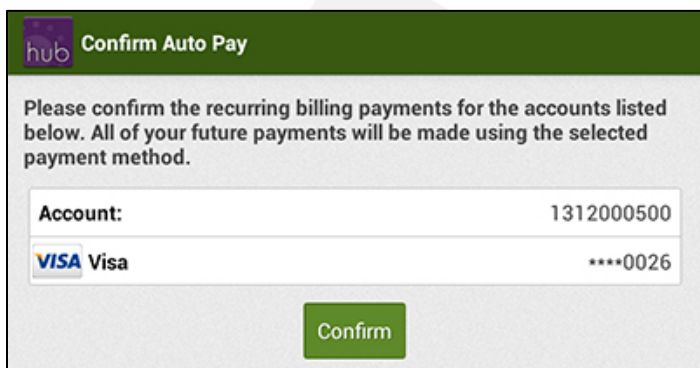
c. Enter the required information into the form.

d. Once satisfied with your entries, tap the **Continue** button.

   A confirmation screen appears.

e. Verify the information about your new payment method is correct, and then tap the **Confirm** button.

A confirmation screen appears, asking you to confirm your desire to establish a recurring payment with this payment method.
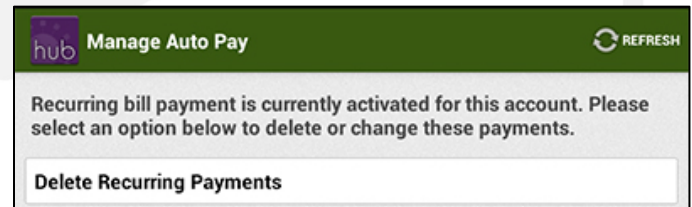

f. Tap the **Confirm** button to enable Recurring Payments.

Your recurring payment is saved and another confirmation message appears.

g. Tap **OK**.

The Manage Auto Pay screen appears with a message indicating your recurring payment is active along with the method of payment utilized.

Disable Recurring Payments

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

2. Tap **Recurring Payments**.

A message displays indicating a recurring bill payment is currently activated for this account.

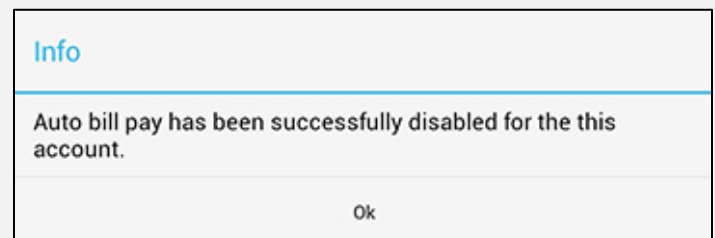*The existing recurring payment method and any other stored payment methods are also displayed.*

3. Tap **Delete Recurring Payments**.

A confirmation alert appears.

4. Tap **Yes** to confirm.

A confirmation alert displays, indicating auto bill pay has been disabled.

5. Tap **OK** to return to the Manage Auto Pay screen.

A message displays indicating that recurring bill payment is currently not available for this account. Any stored payment methods also display.

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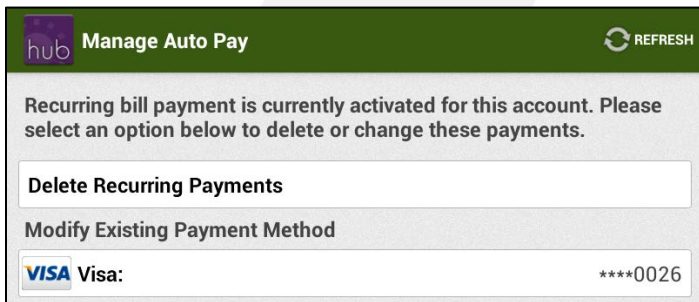# Edit Recurring Payments

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

2. Tap **Recurring Payments**.

   A message displays indicating that recurring bill payment is currently activated for this account. The existing recurring payment method and any other stored payment methods are also displayed.

3. Select a payment method to use for future automatic payments: **Stored** or **New**.
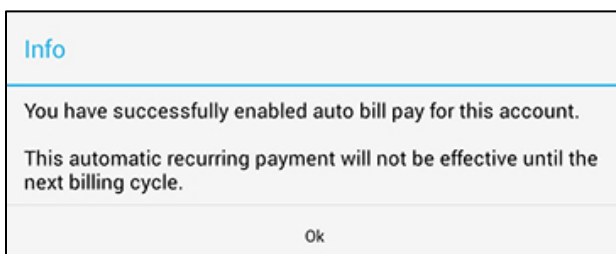
   Stored Payment Method

   a. Under the **Replace Existing Payment Method** heading, tap the stored payment method you now wish to use.

      A confirmation screen appears.

   b. Review the information and tap the **Confirm** button.

      A confirmation alert displays.

c. Tap **OK.**

   The Manage Auto Pay screen appears with a message indicating recurring bill payment is currently activated along with the method of payment in use.
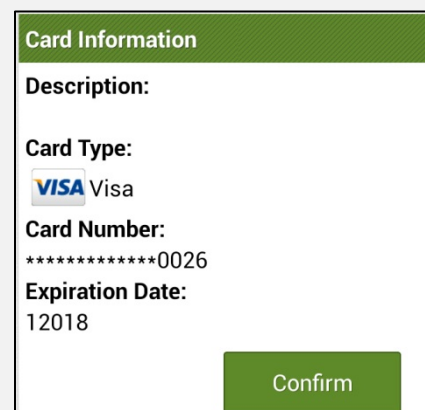
New Payment Method

a. Tap **New Payment Method.**

b. Select the type of payment method you wish to use: credit or debit card, checking or savings account.

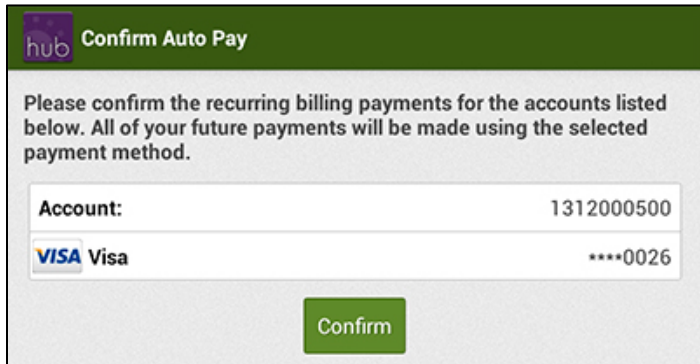   *A form displays asking you for information about your selected payment method.*

c. Enter the required information into the form.

d. Once satisfied with your entries, tap the **Continue** button.

   A confirmation screen appears.

e. Verify the information about your new payment method is correct, and then tap the **Confirm** button.

   A confirmation screen appears, asking you to confirm your desire to establish a recurring payment with this payment method.

f. Tap the **Confirm** button to enable Recurring Payments.

    Your recurring payment is saved and another confirmation message appears.

g. Tap **OK**.

    The Manage Auto Pay screen appears with a message indicating your recurring payment is active, along with the method of payment utilized.