



ALLIED FLEXPAY with eBILLING

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SUMMARY

The eBilling product is described as centralized payment management. One stop shop to your payment history, statements, and bill details such as due dates, balances, account statuses, and enhanced notification reminders to insure timely payment.



ALLIED FLEXPAY with eBILLING

CONFIDENTIALITY NOTICE

This Document and all information contained is confidential and subject to the confidentiality restrictions contained in agreements, which limits your use. Partner agrees to keep the information confidential and not to use the information for any purpose other than in connection with the issuance of Allied Payment Network© products. Information may only be disseminated within the Partner's organization on a need to know basis.

ABOUT THIS DOCUMENT

The *Allied Payment Network FlexPay with eBilling User Guide* is intended to detail eBilling implementation which overlays into the BillPay/FlexPay user interface. This Document is intended as a supplemental resource only and does not supersede or replace any agreements, including agreements between Allied Payment Network and Partners.

Note: Images used in this document are for reference only and are subject to change.

INTENDED AUDIENCE

Allied Payment Network has produced this document for Allied's Partners (Financial Institutions and Partners) for implementing Allied's eBilling product. This document is not intended to be shared with Partners' end users (clubmember/customers).

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INTRODUCING eBILLING

INTRO PAGE

Introducing eBill

The new way to pay your bills!



Simply search for your billers, and log into your account.

We'll securely provide access to up-to-date balances, due dates, PDF statements and more! And, pay all of your bills from one convenient place!

Let's get started!

remind me later

- ♦ When a User with the eBilling role logs into BillPay they will be presented with the "Introducing eBill" page.
- ♦ Click "Let's Get Started" to link eligible Payees.
- ♦ Click "Remind Me Later" to skip this process and continue to the Pay Bills page.


INTRODUCING eBILLING

LINKING EBILL ELIGIBLE PAYEES





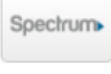
Let's get started!




[← Back](#)



We've identified previously added Payees that are eligible for eBill.
Click the **Link** button next to each Payee to get started!

	4a Store Card *9873	Link account
	a Loan *X3115	Link account
	a01 Costco TrueEarnings Card *X0005	Link account
	Capital One *87654	Link account
	Charter Spectrum *00099	Link account

 Show other suggestions

[Continue to Bill Pay](#)

- ◆ This page displays a few examples of the User's existing Payees that are eligible to link with eBilling.
- ◆ Click "Link Account" next to a Payee to begin the eBill linking process.
- ◆ Click "Show Other Suggestions" to display more Payees to link.
- ◆ Click "Continue to Bill Pay" to skip this step.

INTRODUCING eBILLING

SHOW OTHER SUGGESTIONS

- ◆ Click “Show Other Suggestions” to display more Payees to link.

 Show other suggestions



◀ Back



We noticed that you're missing a few essential payees.

Click the **Link** button next to each Payee to get started!




Popular Water billers in your area



Popular Waste billers in your area



Advanced Disposal

 Link account



Republic Services

 Link account



Republic Services | BillerWeb

 Link account



Popular Phone billers in your area

Continue to Bill Pay

LINK ACCOUNTS TO eBILLING

LINK ACCOUNT

- ◆ Click “Link Account” next to a Payee on the Introduction page or click “Sign Up For eBilling” from the Pay Bills page to begin the linking process.



A screenshot of a web form titled "Sign up for eBilling" with a close button (X) in the top right corner. The form features the Comcast logo and the text "Comcast" and "www.comcast.com". Below this, there is a section for "Username / Email / Mobile" with a text input field labeled "Username". Underneath is a "Password" section with a text input field labeled "Password" and a toggle icon (an eye) to its right. A link "? Forgot my password" is positioned below the password field. A large red button with the text "Sign in and get my bills!" is located below the password field. Below this button is a link with a person icon and the text "Create account at Comcast". At the bottom of the form, there is a link "Not interested in eBilling?" and a button "Add Payee Manually". The footer of the form displays a lock icon and the word "Secure".

***Continued under Add Payee process.**

PAY BILLS PAGE

eBILLING MAIN PAGE: OVERVIEW

Continue to Bill Pay


PAYEES TOGGLE






NAVIGATION MENU




ADD PAYEE




SEARCH BOX

eBILLING NOTIFICATIONS

I want to... [Add Payee](#) Search Payees 

Recent Payees		All Payees			
Name	Amount	Send On	Est. Delivery	Recurring	
 ATMOS ENERGY Account: *54890	\$ <input type="text"/> Scheduled \$63.17 on 9/22	<input type="text"/>	<input type="text"/>	<input type="text"/> Off	
 BEST BUY Account: *89725	\$ <input type="text"/> Bill due \$325.84 due 10/1	<input type="text"/>	<input type="text"/>	<input type="text"/> Off	
 COMCAST Account: *-02-1	\$ <input type="text"/> No payment history	<input type="text"/>	<input type="text"/>	<input type="text"/> Off	
 DISCOVER Account: *54321	\$ <input type="text"/> Past due \$2,687.98 due 9/17	<input type="text"/>	<input type="text"/>	<input type="text"/> Off	
 NORTHEASTERN REMC Account: *44942	Sign up for eBilling Remind me later				

Scheduled Payments 
Total: \$63.17
ATMOS ENERGY 
\$63.17 on 9/22/20  2248

Recent Payments 
Processed in last 90 days
DISCOVER 
\$2.68 on 9/9/20  2230

PAYEES LIST

 Sign up for eBilling

 Remind me later

SCHEDULED / RECENT
PAYMENTS WIDGETS

- Existing Payees will display the option to Sign Up For eBilling if they are eligible.

PAY BILLS PAGE

NAVIGATION & OPTIONS

I want to ▾ Search Add Payee Show: Recent ▾

Pay Bills

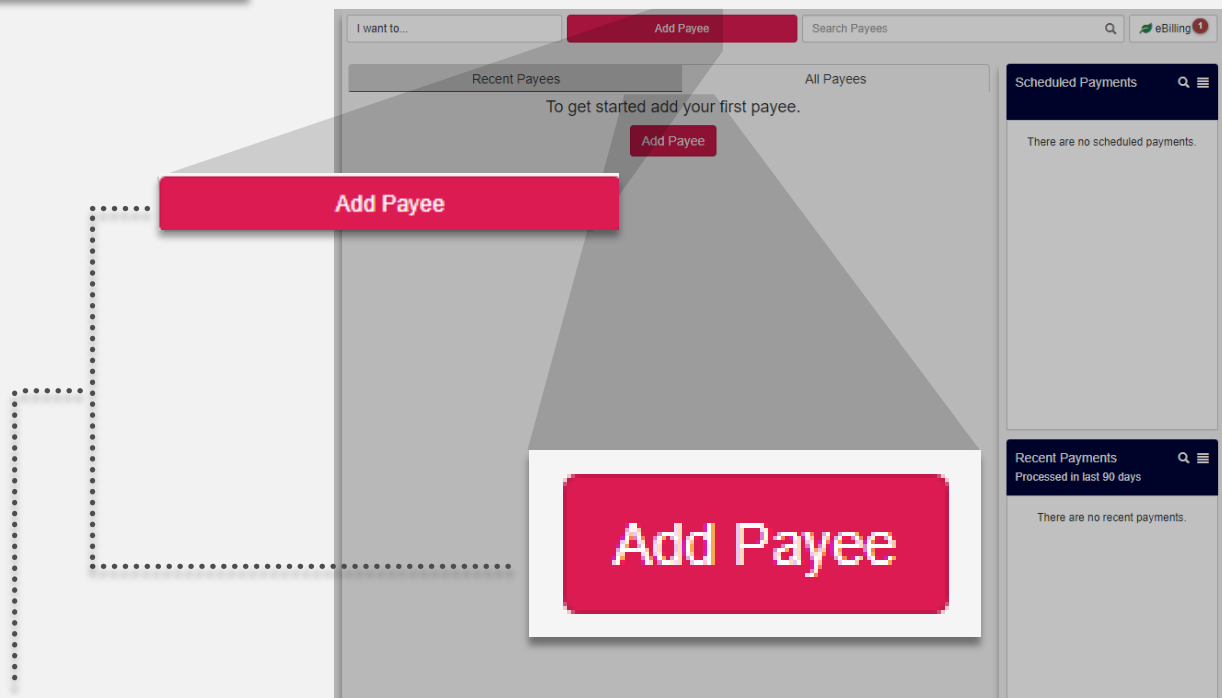
- Pay with Picture
- View Payments
- Pay a Person
- Transfer Between My Accounts
- View Document Vault
- Send ACH Payment
- Send Payroll Payment
- Update my Preferences
- Leave Feedback
- Log Off

Logged on as final.test@r

- ♦ The Header of the New UI contains the “I Want To” Navigation drop menu, Search box, and Add Payee button.
- ♦ The Navigation Menu contains links to Pay Bills, Pay with Picture, View Payments, Pay A Person, A2A Payment, Vault, ACH Payment, Payroll, Update my Preferences, Leave Feedback, and Log Off

*The Version # is only displayed at the Log In screen.

**There is no longer an Alphabetical Find Payee function.



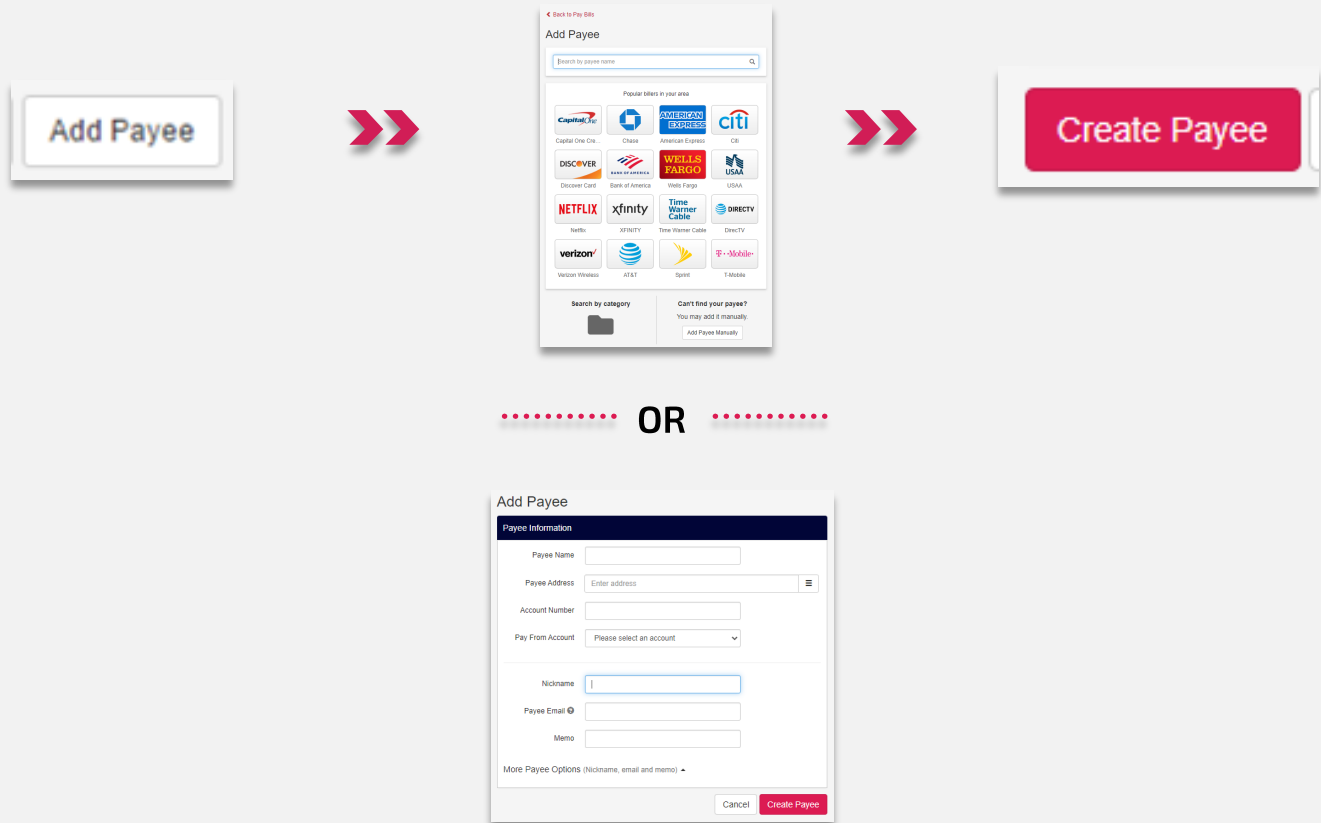
- ♦ Click the Add Payee button to create your first Payee.

CONTINUE TO ADD PAYEE



ADD PAYEE

ADD PAYEE PROCESS



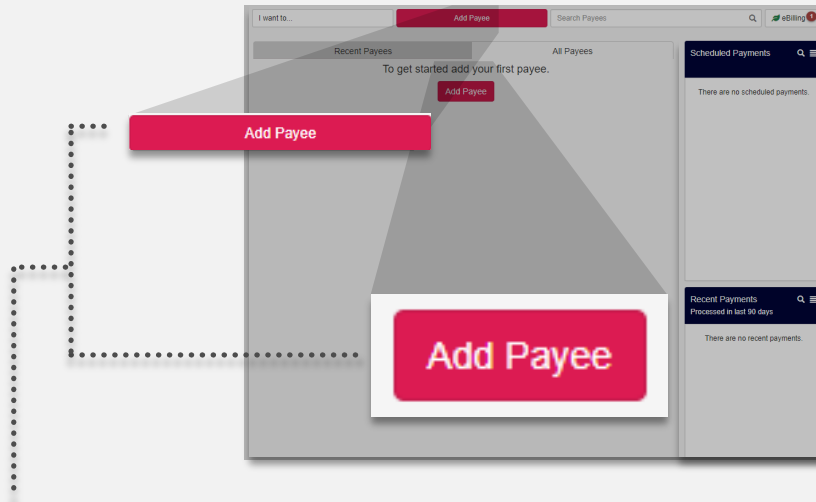
♦ Adding a Payee is simple.

1. Click Add Payee from the main page.
2. Search for and select a Biller OR choose Add Manually.
3. Enter your account information.
4. Click Add Payee button.

***Check the Payees list to see that your new Payee is listed and displays the correct Payment Type icon.**

ADD PAYEE

ADD PAYEE PROCESS



- ◆ Click the Add Payee button to create your first Payee.



◀ Back to Pay Bills

Add Payee

Search by payee name

Popular billers in your area

Capital One Cre...	Chase	American Express	Citi
Discover Card	Bank of America	Wells Fargo	USAA
Netflix	XFINITY	Time Warner Cable	DirecTV
Verizon Wireless	AT&T	Sprint	T-Mobile

Search by category

Can't find your payee?
You may add it manually.

Add Payee Manually

- ◆ Enter the name of a Payee into the Search box, then select their logo icon from the resulting Payees list.

..... OR

- ◆ If you can't find the Payee in the list, click on Add Payee to enter the Payee information manually.
- ◆ To return to the Pay Bills page instead, click Back to Pay Bills.

ADD PAYEE

ADD PAYEE PROCESS

Search by category



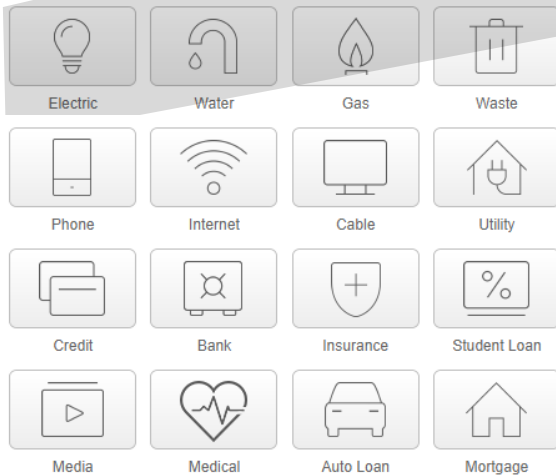
- ◆ Click Search by Category.
- ◆ Choose a Category.
- ◆ This will open a list of Billers filtered by the Category you chose.



◀ Back to Pay Bills

Add Payee

Search by payee name



Search by biller



Can't find your payee?

You may add it manually.

Add Payee Manually



Electric



Popular billers in **Electric** category



Indiana Michigan...



NIPSCO



American Electri...



Northeastern RE...



Paulding-Putnam...



NV Energy



NWP Services C...

ADD PAYEE

LINKING AN ACCOUNT FOR eBILLING

- ◆ To link a Payee, choose a Biller from the list. This will open a Log In window.
- ◆ Enter the credentials for that Biller.
- ◆ Click “Sign in and get my bills!”.

















***If you have not set up and account with the Biller, click “Create account at _____”, this will open a new tab directed at the Biller’s external website.**

◀ Back to Pay Bills

Add Payee

Search by payee name

Popular billers in your area

 Capital One Cre...	 Chase	 American Express	 Citi
 Discover Card	 Bank of America	 Wells Fargo	 USAA
 Netflix	 XFINITY	 Time Warner Cable	 DirecTV
 Verizon Wireless	 AT&T	 Sprint	 T-Mobile


Search by category

Can't find your payee?
You may add it manually.

Add Payee Manually



Sign up for eBilling


XFINITY
www.xfinity.com

Username / Email / Mobile

final.test@xfinity.com

Password

.....

[Forgot my password](#)

Sign in and get my bills!

[Create account at XFINITY](#)

Not interested in eBilling?

Add Payee Manually

Secure

ADD PAYEE




LINKING AN ACCOUNT FOR eBILLING

Sign in and get my bills!




Sign up for eBilling

Linking to your account

Sit back, we've got it from here!




[Hide progress](#)

 Secure




Sign up for eBilling

Linking to your account

Great news!
XFINITY verified your credentials.


[Hide progress](#)

 Secure



- ◆ Click "Sign in and get my bills!"
- ◆ The User is presented with a loading screen that provides feedback on the current account linking progress.
- ◆ If the credentials are valid the User can now choose a Pay From Account and give the Biller a Nickname.

eBilling Account Information



We found the following account for you:


Account: **8972364**

Account Information
Current bill: \$112.09 due 6/20

Pay from Account

Nickname (optional)

[✔ Finish linking account](#)

 Secure

CONTINUE TO FINISH LINKING ACCOUNT



ADD PAYEE

LINKING AN ACCOUNT FOR eBILLING

✓ Finish linking account



eBilling Account Information

xfinity

We found the following account for you:

Account: 769365489 Linked

Current bill: \$76.08 due 6/20
Last payment: \$79.76 paid on 4/21

Your account has been successfully linked!

Manage notifications

Go to Pay Bills

Secure

Manage notifications



- ◆ Click “Finish Linking Account”.
- ◆ This will display a confirmation message.
- ◆ The Account is now linked for eBilling User can now set up Notifications or go to the Pay Bills page and start making payments.

Manage Notifications

xfinity

Notification	Email	Text
Payment Due Reminder	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Payment Due Today	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Payment Past Due	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Payment Scheduled	<input type="checkbox"/>	<input type="checkbox"/>
Payment Posted	<input type="checkbox"/>	<input type="checkbox"/>
Balance More Than	<input type="checkbox"/>	<input type="checkbox"/>

\$

Save Cancel



Email Address: support@alliedpayment.com
Phone Number:

Secure

- ◆ Click Save to keep the selected Notifications or Cancel to skip this process.
*see the Notifications section of this document for more details.

eBILLING

PAYEE LINE, DETAILS AND OPTIONS


Name	Amount	Send On ?	Est. Delivery ?	Recurring
 COMCAST Account: *65489 	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Off"/>
<div>Bill due</div> \$77.41 due 8/16				
<div>Test Chase Checking</div>	<div>Notes</div>	<div>Edit</div>	<div>Rush</div>	<div>History</div> <div>eBilling</div>

- ♦ The eBilling Payee Line consists of:
 - ♦ Payee Logo
 - ♦ Payee Name / Nickname
 - ♦ Account # (last 5 digits) and eBilling Icon (leaf)
 - ♦ Bill Status
 - ♦ Amount (\$xx.xx) due and Date (xx/xx)
 - ♦ eBilling Options drop menu
- ♦ Clicking on an eBilling Payee or the arrow to the left expands Payee Options which include the following:
 - ♦ Pay From Account drop menu
 - ♦ Memo / Notest field
 - ♦ Edit / Delete Payee drop menu
 - ♦ Rush Payment button
 - ♦ History button
 - ♦ eBilling Options drop menu

<div>History</div>	<div>eBilling</div>
<div>Account details</div>	
<div>Latest bill</div>	
<div>Bill history</div>	
<div>Notifications</div>	
<div>Sync biller</div>	
<div>Cancel eBill link</div>	

BILL HISTORY

VIEWING BILL HISTORY

Name	Amount	Send On	Est. Delivery	Recurring
 COMCAST Account: *65489	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	Off
Bill due \$77.41 due 8/16				
Test Chase Checking	Notes	Edit	Rush	History eBilling

History eBilling

Account details

Latest bill

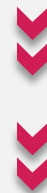
Bill history

Notifications


Sync biller

Cancel eBill link

- ◆ Click on the Account Details button from the eBilling Options next to an eBill linked Payee.
- ◆ Account Details displays information regarding the account such as:
 - Current Bill: \$XX.xx due x/x
 - Minimum Payment: \$XX.xx due x/x
 - Last Payment: \$XX.xx paid on x/x



Account Details


Comcast






Account: *5489









Current bill: \$77.41 due 8/16
Last payment: \$74.30 paid on 6/17

Secure

LATEST BILL

VIEWING LATEST BILL

Name	Amount	Send On	Est. Delivery	Recurring
 COMCAST Account: *65489	\$ <input type="text"/> Bill due \$77.41 due 8/16	<input type="text"/>	<input type="text"/>	Off
Test Chase Checking	Notes	 Edit	 Rush	 History  eBilling


 History	 eBilling
 Account details	
 Latest bill	
 Bill history	
 Notifications	
 Sync biller	
 Cancel eBill link	

- ◆ Click on the Latest Bill button from the eBilling Options next to an eBill linked Payee.

*If the Financial Institution has eBilling and Vault, documents from select eBillers will appear in the Vault.



September 2018

 **SAMPLE CUSTOMER BILL**


Account Number
Billing Date 04/25/2019
Total Amount Due \$108.82
Auto Pay 05/15/2019
Page 1 of 2

Contact us: @ www.xfinity.com 1-800-XFINITY (1-800-934-6489)

For service at:

News from Comcast


Thank you for your prompt payment. For quick and convenient ways to manage your account, view and pay your bill, please visit www.xfinity.com/myaccount

Monthly Statement Summary	
Previous Balance	103.61
Comcast Paydirect -	-103.61
04/25/2019 New Charges -	108.82
see below	\$108.82
Total Amount Due	05/15/2019
Auto Pay	
New Charges Summary	
 XFINITY TV	93.84
Other Charges & Credits	8.53
Taxes, Surcharges & Fees	6.45
Total New Charges	\$108.82

Thank you for being a valued Comcast customer!

BILL HISTORY

VIEWING BILL HISTORY

Name	Amount	Send On	Est. Delivery	Recurring
 COMCAST Account: *65489	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	Off
Bill due \$77.41 due 8/16				
Test Chase Checking	Notes	Edit	Rush	History eBilling

History eBilling

Account details

Latest bill

Bill history

Notifications


Sync biller

Cancel eBill link

- ◆ Click on the Bill History button from the eBilling Options next to an eBill linked Payee.
- ◆ Bill History displays a list of Bills the User has access to after linking with eBilling.



Bill History

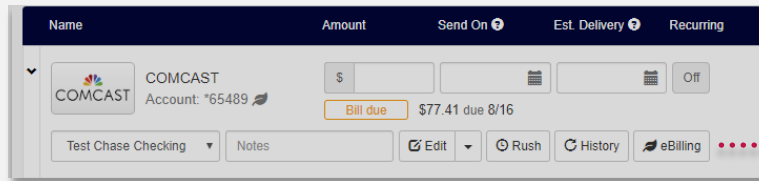

Comcast

Account	Amount	Date	Document
769365489	\$78.21	6/12/19	N/A

Secure

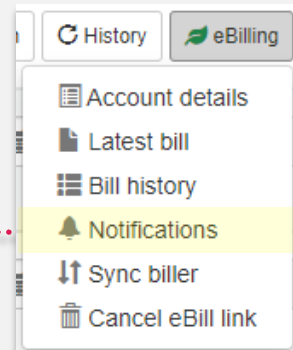
eBILLING NOTIFICATIONS

MANAGING NOTIFICATIONS

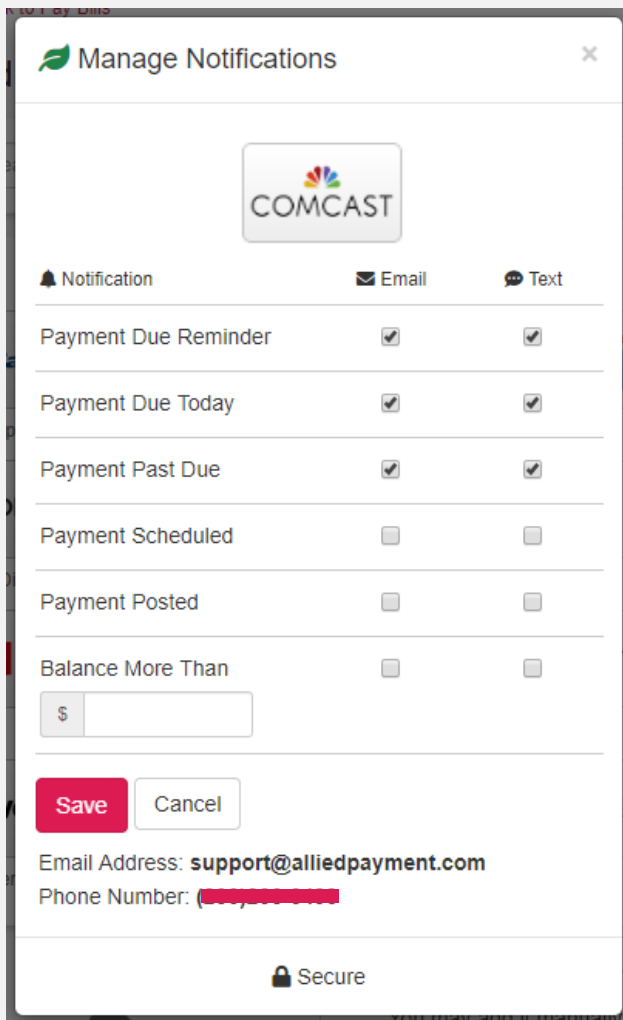


Name	Amount	Send On	Est. Delivery	Recurring
COMCAST Account: *65489	\$ [] Bill due \$77.41 due 8/16	[]	[]	Off
Test Chase Checking Notes Edit Rush History eBilling				

- ◆ Click on the Notifications button from the eBilling Options next to an eBill



- History
- eBilling
- Account details
- Latest bill
- Bill history
- Notifications**
- Sync biller
- Cancel eBill link



Manage Notifications

COMCAST

Notification	Email	Text
Payment Due Reminder	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Payment Due Today	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Payment Past Due	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Payment Scheduled	<input type="checkbox"/>	<input type="checkbox"/>
Payment Posted	<input type="checkbox"/>	<input type="checkbox"/>
Balance More Than	<input type="checkbox"/>	<input type="checkbox"/>

\$ []

Save Cancel


Email Address: support@alliedpayment.com
Phone Number: []

Secure

- ◆ The User can check the Email / Text boxes next to any Notifications which they would like to receive.
- ◆ If the User enters an Amount into the "Balance is More Than" field they will only receive Notifications for Bills and Payments over that Amount.

SYNC BILLER


SYNCING BILLER

Name	Amount	Send On	Est. Delivery	Recurring
 Comcast Account: *65489	\$			Off
Bill due \$77.41 due 8/16				
Test Chase Checking	Notes	Edit	Rush	History eBilling


- ◆ Click on the Notifications button from the eBilling Options next to an eBill linked Payee.

History	eBilling
Account details	
Latest bill	
Bill history	
Notifications	
Sync biller	
Cancel eBill link	



 Comcast Account: *-02-1	\$			Off
Initiating biller sync...				
Test2 *56787	Test	Edit	Rush	History eBilling








 Comcast Account: *-02-1	\$			Off
Updating your biller information.				
Test2 *56787	Test	Edit	Rush	History







- ◆ The Payee Line will display information about the current status of as your Biller updates.

CANCEL eBILL LINK

CANCELING eBILLING LINK

Name	Amount	Send On	Est. Delivery	Recurring
 COMCAST Account: *65489	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	Off
Bill due \$77.41 due 8/16				
Test Chase Checking		Notes	 Edit	 Rush
			 History	 eBilling


- ◆ Click on the Cancel eBill Link button from the eBilling Options next to an eBill linked Payee.

History	eBilling
 Account details	
 Latest bill	
 Bill history	
 Notifications	
 Sync biller	
 Cancel eBill link	








Cancel eBilling Link

Are you sure you want to cancel eBilling for **COMCAST - *-02-1**?

 Please be aware that unlinking this account will disable eBilling features for this biller.

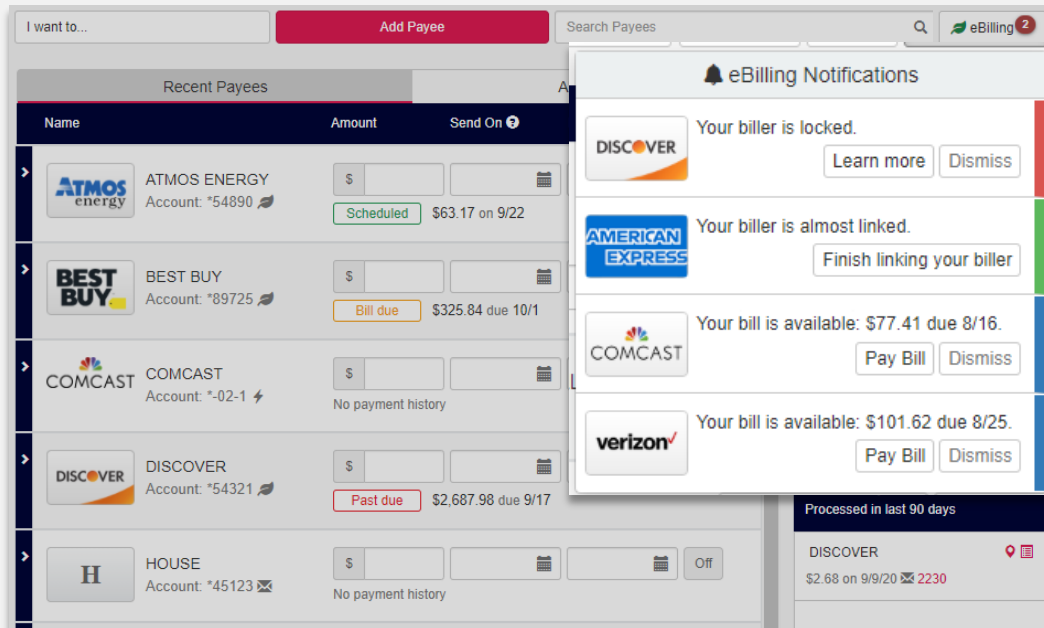
- ◆ Click YES to confirm unlinking from eBilling.



 COMCAST Account: *-02-1	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	Off
No payment history				
Test2 *56787	Test	 Edit	 Rush	 History
 eBilling				

eBILLING NOTIFICATIONS

eBILLING NOTIFICATIONS



- ◆ Click on the eBilling Notifications drop menu at the top of the Pay Bills page.
 - ◆ This menu lists all important Notifications regarding eBillers including the following:
 - ◆ Your bill is available: \$XX.xx due on x/xx
 - ◆ Your bill is due: \$XX.xx due on x/xx
 - ◆ Your biller is almost linked.
 - ◆ Your biller is locked.
 - ◆ Each notification gives the User options.
 - ◆ Dismiss: Removes the notification permanently.
 - ◆ Finish Linking Your Biller: takes the User to the eBill account setup.
 - ◆ Learn More: informs the User of extraneous information regarding the eBiller its status.
 - ◆ Pay Bill: Populates the amount field with the displayed bill amount next to the corresponding eBiller.