Easy Pay

Easy Pay is the most convenient and reliable way to pay for your service. Forget writing a check each month, stuffing it in an envelope, paying for postage and hoping it arrives on time. Setting up Easy Pay will automatically deduct your total due each month from the payment source you provide.

Follow the instructions below to set up Easy Pay.

**Step 1:** Log into your online account by entering your Username and Password. If you have not yet registered for your online account, please click HERE.

**Step 2:** Upon logging on you will see your latest billing details. Click “Setup Easy Pay” located under the “Make Payment” button.

**Step 3:** Click “Add New Payment Method”.

**Step 4:** Select the type of payment method you would like to use by clicking one of the following tabs: Credit/Debit Card, Checking/Savings Account, ATM Card.
- To pay with a Credit/Debit card, you will need the name on the card, card number, and security code and expiration date.
- To pay with a Checking/Savings Account, you will need your bank’s routing and account number.
- To pay with an ATM Card, you will just need the card number and name on the card.
Once you select an option, enter the requested information. For the example below, we selected Credit/Debit card.
Step 5: Enter your card information, confirm your billing address, check the box agreeing to the Terms and Conditions, and then click the “Add” button.

Step 6: If your card was added successfully, you will see the word “Success” like in the image below.
Step 7: To activate Easy Pay, select the card you want to use(1), enter the security code from the back of the card(2), enter the email address you would like your statements sent to(3), and check the box agreeing to the Terms and Conditions(4). Then click “Activate”(5).

That’s it! You will now be enrolled in Easy Pay.