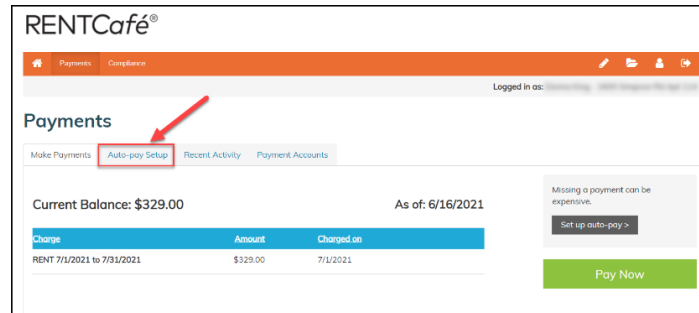


## Setting Up Auto-Pay Recurring Payments

Note that automatic payments are pulled at 4:15AM on the date they are scheduled.

You can only set-up auto-pay recurring payments if you have a Bank Account added as a payment method. If you do not have a bank account added as a payment method you must first follow the instructions in [Adding a Payment Method](#) to add a Bank Account.

1. Login to your account using your email address and password.
2. Click the Auto-Pay Set-up tab.



3. Select the appropriate payment account, choose the start and end date of the recurring payment, the date you want the payment to be made from your account, and the payment amount to be taken with each automatic payment. Click next.

4. Review the payment details, check the box to verify that you have read and accept the terms and conditions, and click Submit.