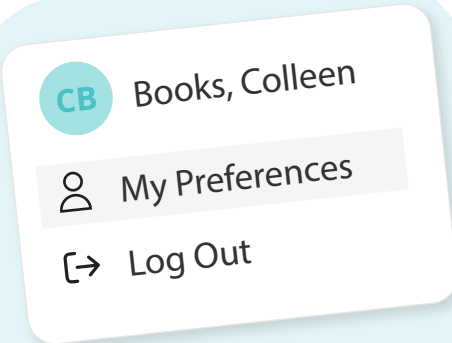
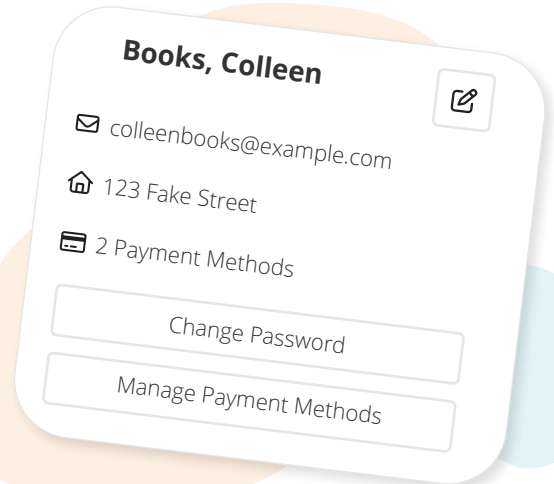


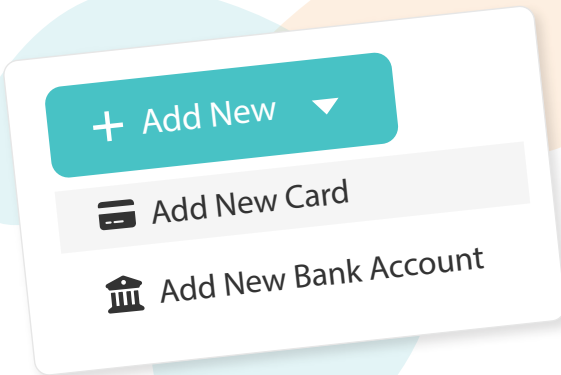
Add a Credit Card



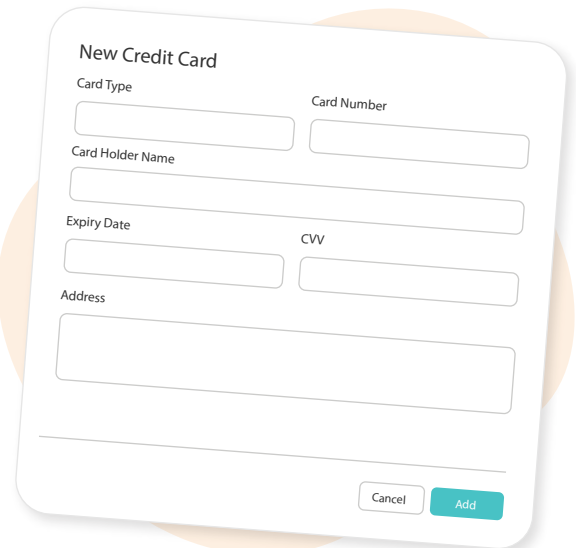
Click your name in the top right corner, then **“My Preferences”**




Click **“Manage Payment Methods”**



Click **“Add New”**, then **“Add New Card”**

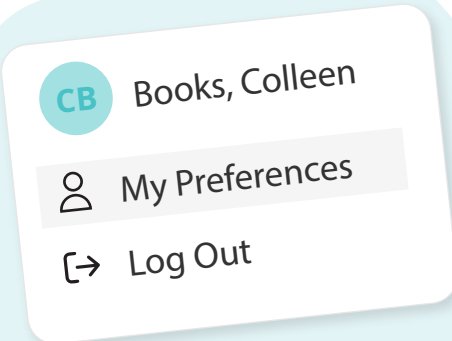


Fill in your card details, then click **“Add”**

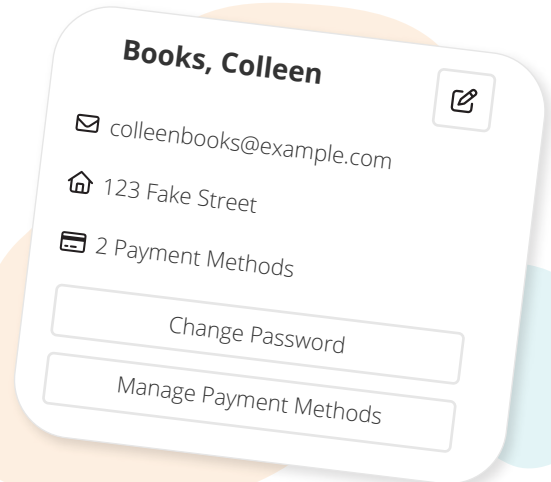
 **More questions?** Click the question mark in the top right corner to open the in-app Help Center

How to...

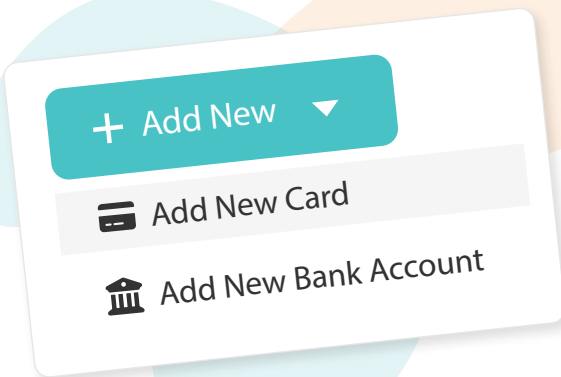
Add a Credit Card with Auto Pay



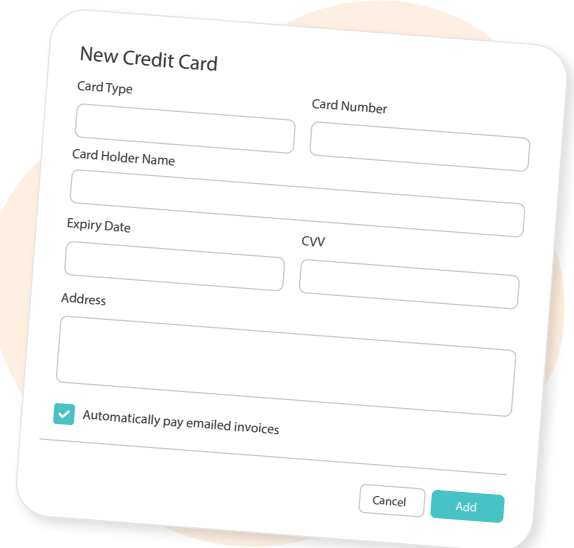
Click your name in the top right corner, then **“My Preferences”**




Click **“Manage Payment Methods”**



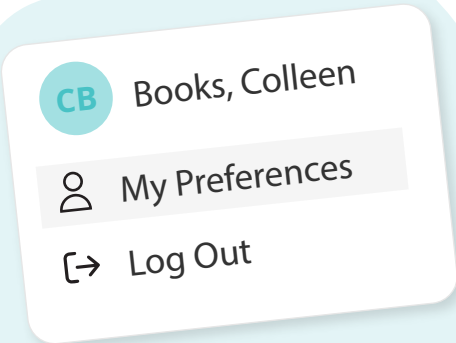
Click **“Add New”**, then **“Add New Card”**

A 'New Credit Card' form. It includes fields for 'Card Type', 'Card Number', 'Card Holder Name', 'Expiry Date', and 'CVV'. There is an 'Address' field and a checkbox labeled 'Automatically pay emailed invoices' which is checked. At the bottom right, there are 'Cancel' and 'Add' buttons.

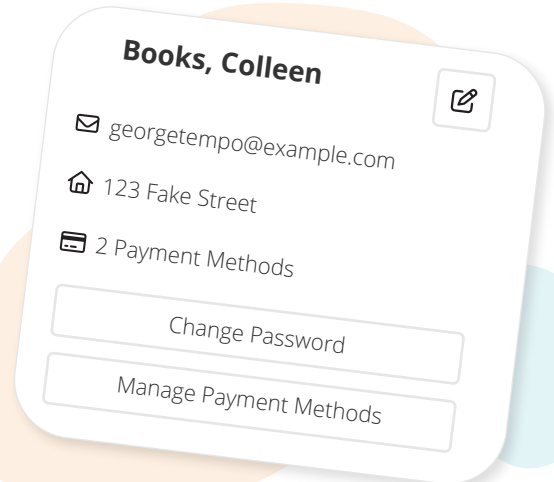
Fill in your card details, and select **“Automatically pay emailed invoices”**, then click **“Add”**

 **More questions?** Click the question mark in the top right corner to open the in-app Help Center

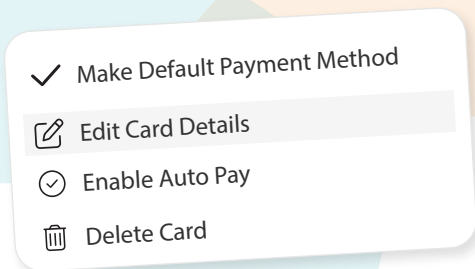
Edit a Credit Card



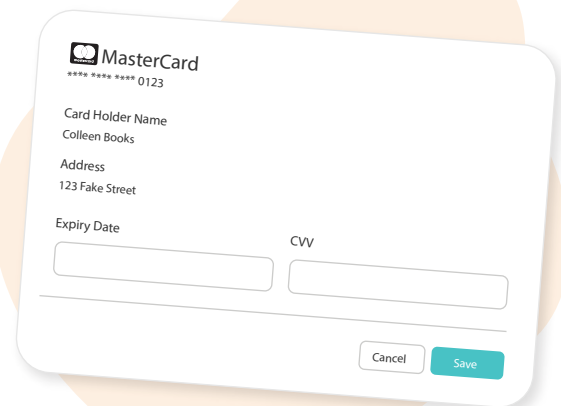
Click your name in the top right corner, then **“My Preferences”**



Click **“Manage Payment Methods”**



Click the 3 dots next to the card, then **“Edit Card Details”**



Update the card information, then click **“Save”**



More questions? Click the question mark in the top right corner to open the in-app Help Center