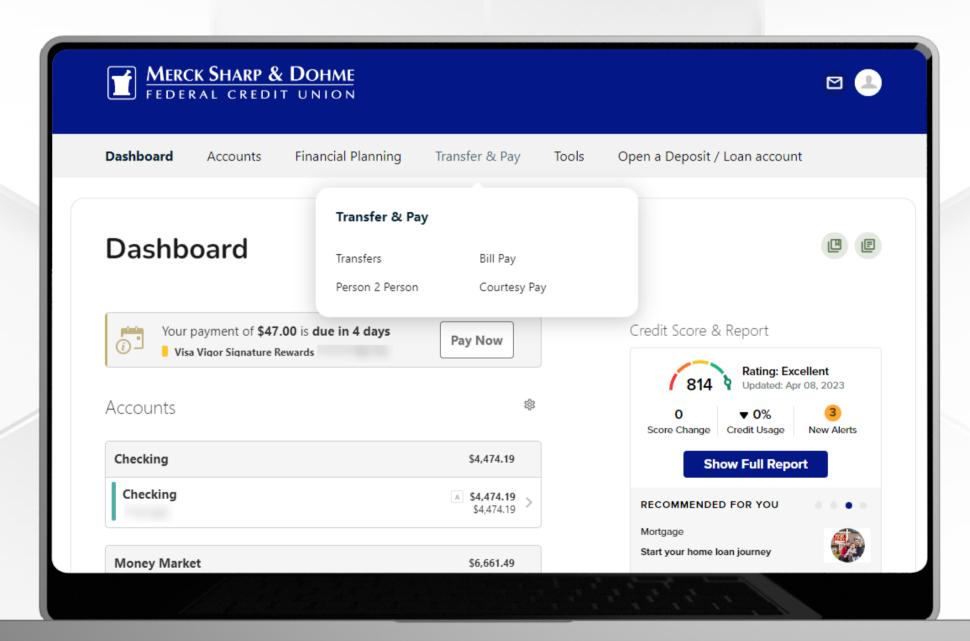
NEW DIGITAL BANKING BILL PAY- EBILL

Merck Sharp & Dohme FCU



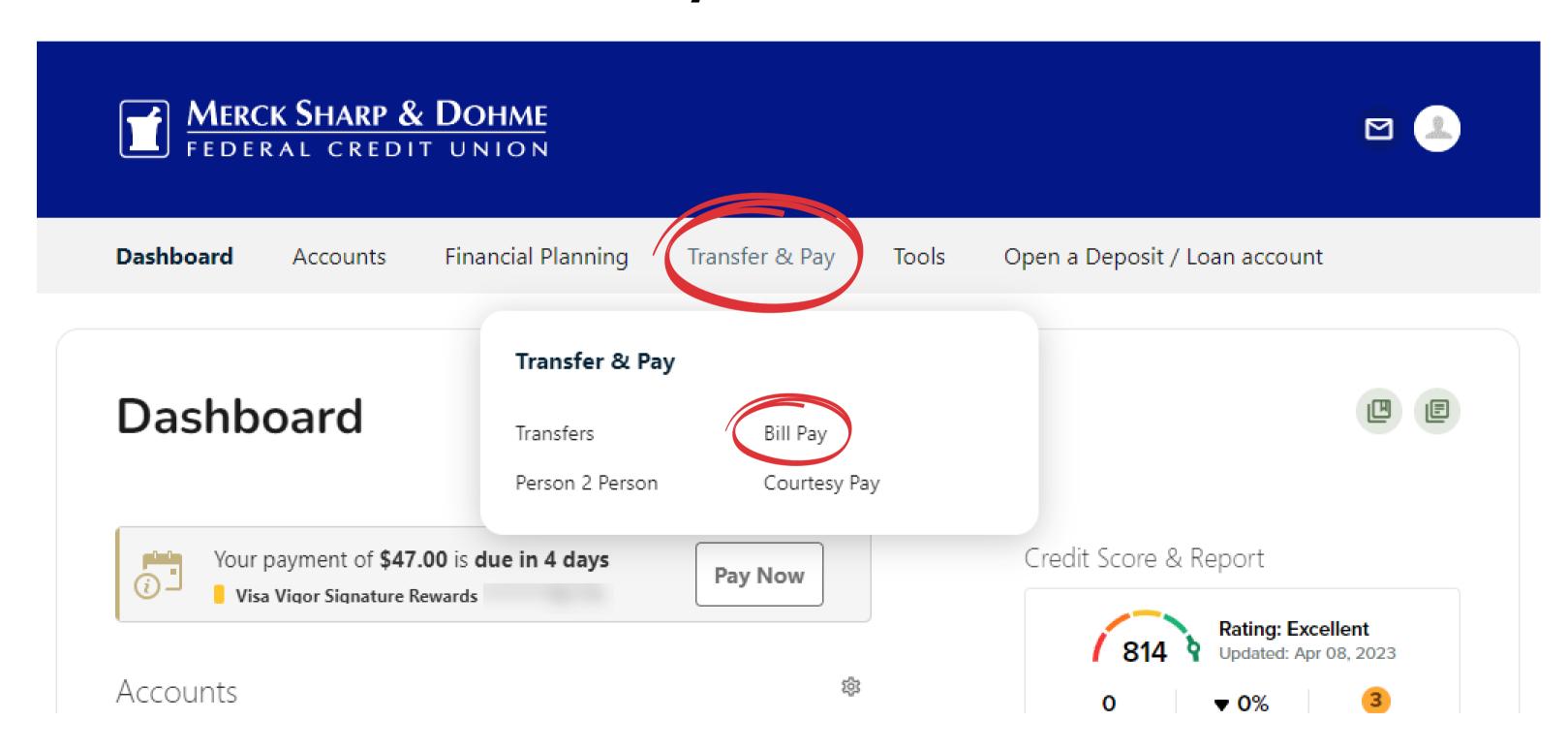
EBILL

An eBill (electronic bill) is an electronic version of a paper bill that you can view and pay online.

Instead of being sent to your home mailbox, eBills are delivered to your Bill Pay.

eBills contain all of the same information you're used to seeing on your paper bills.

To enroll in an eBill – click on the Transfer & Pay Tab and then click on Bill Pay.





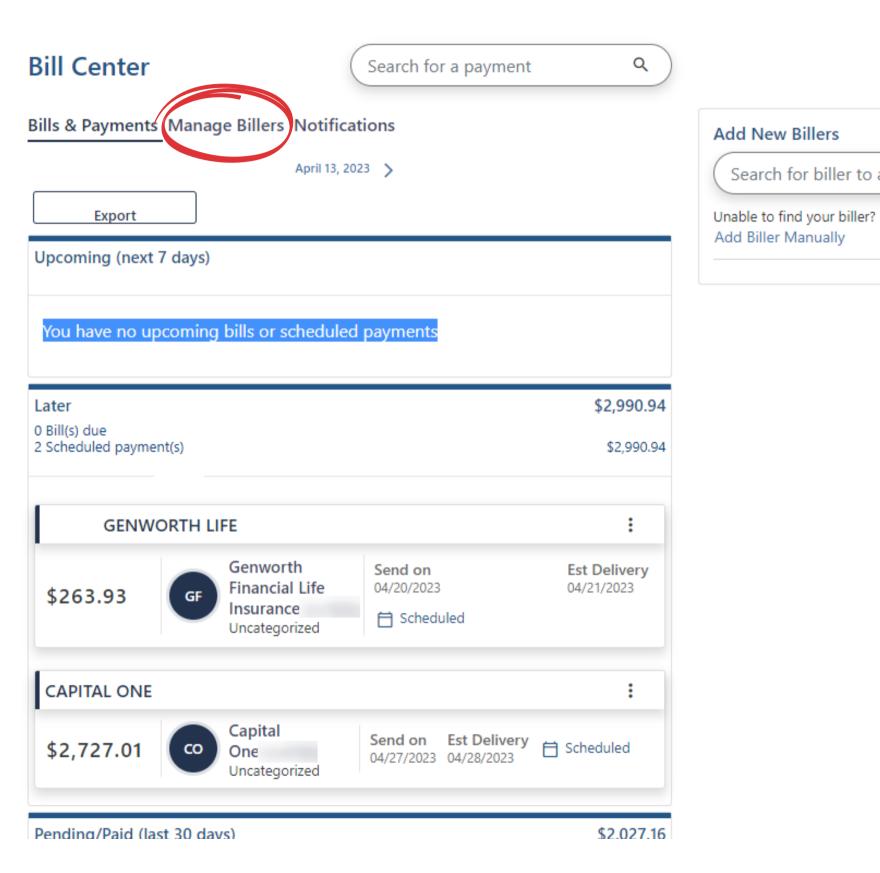
You are now in the Bills & Payments Center. Click on the second section Manage Billers

Bill Pay



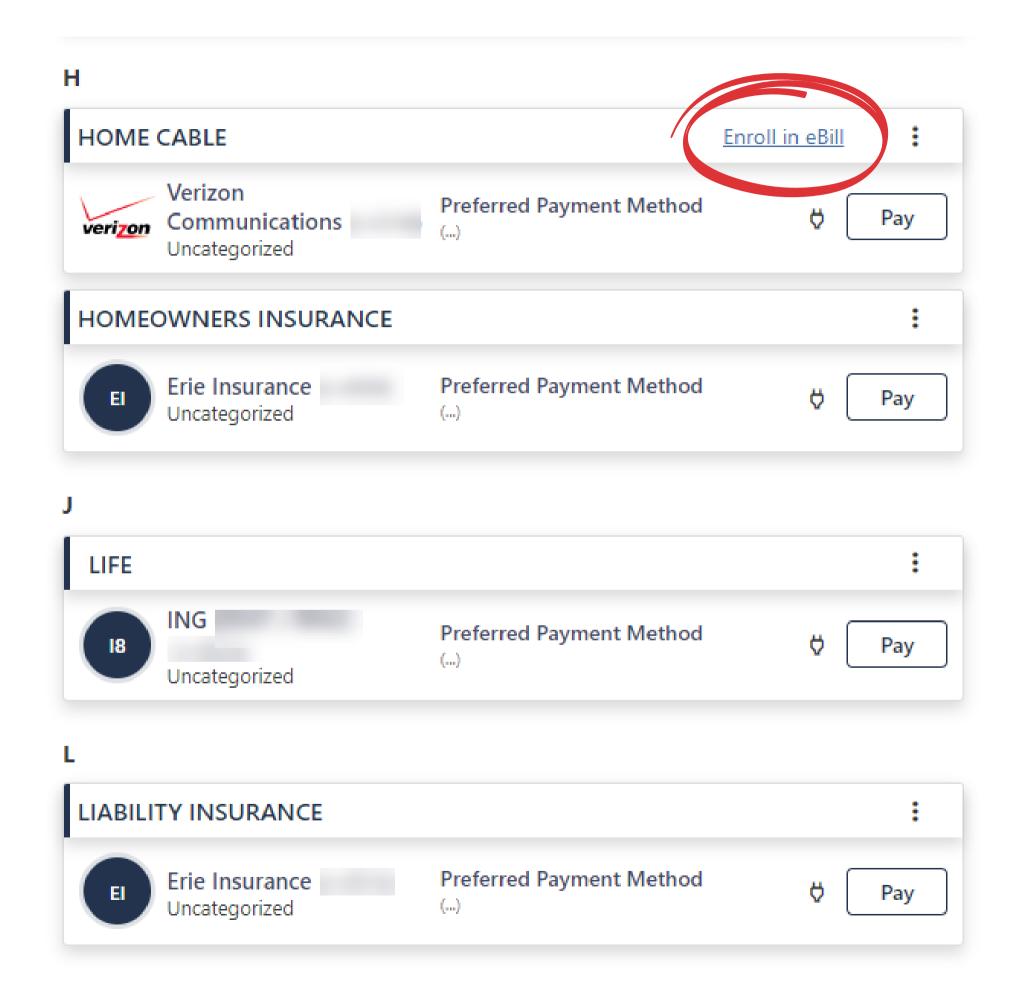
Search for biller to add





To locate an eligible bill look for the words

Enroll in eBill to the left of the biller's name and click.



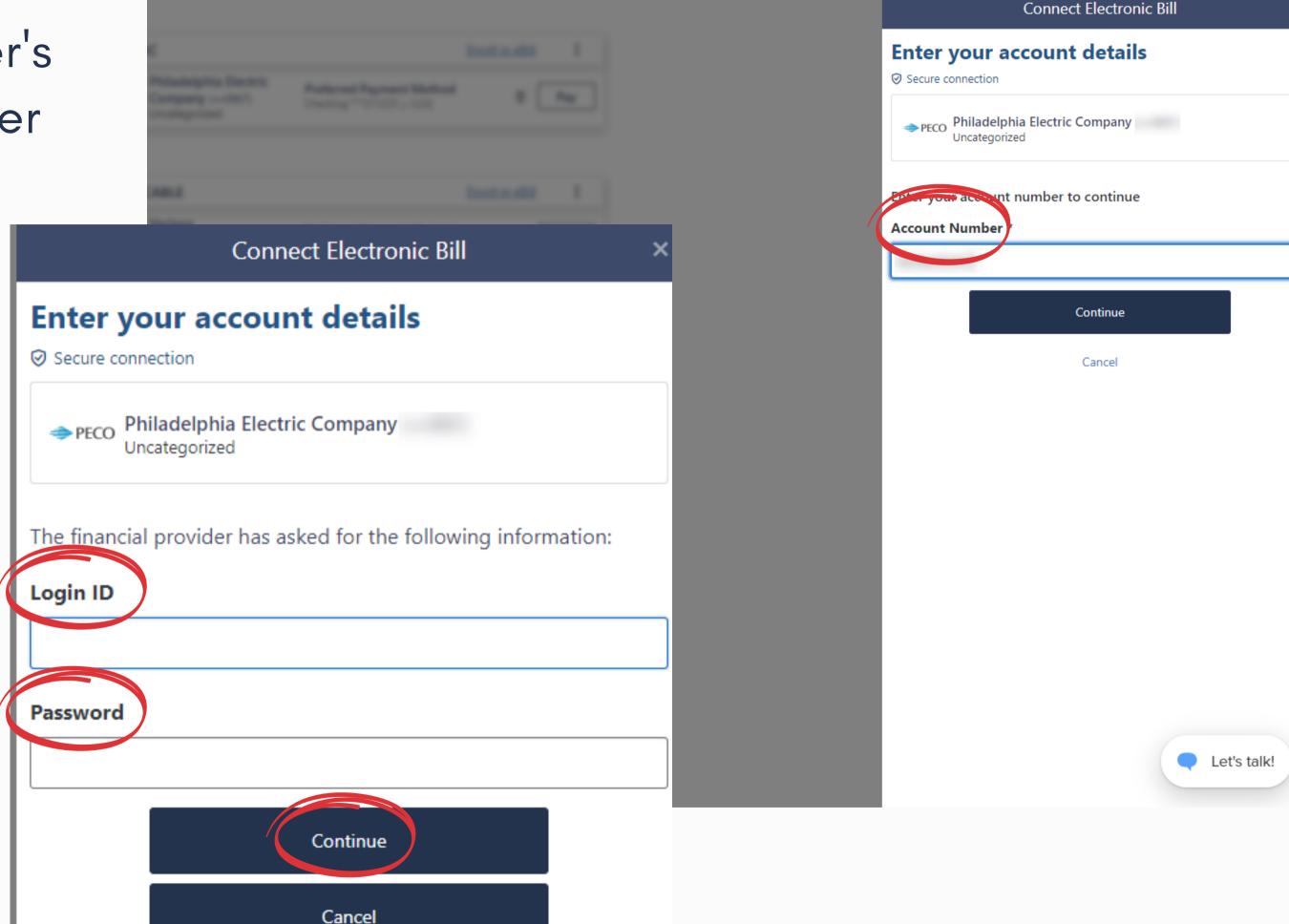


Next, enter the the biller's website

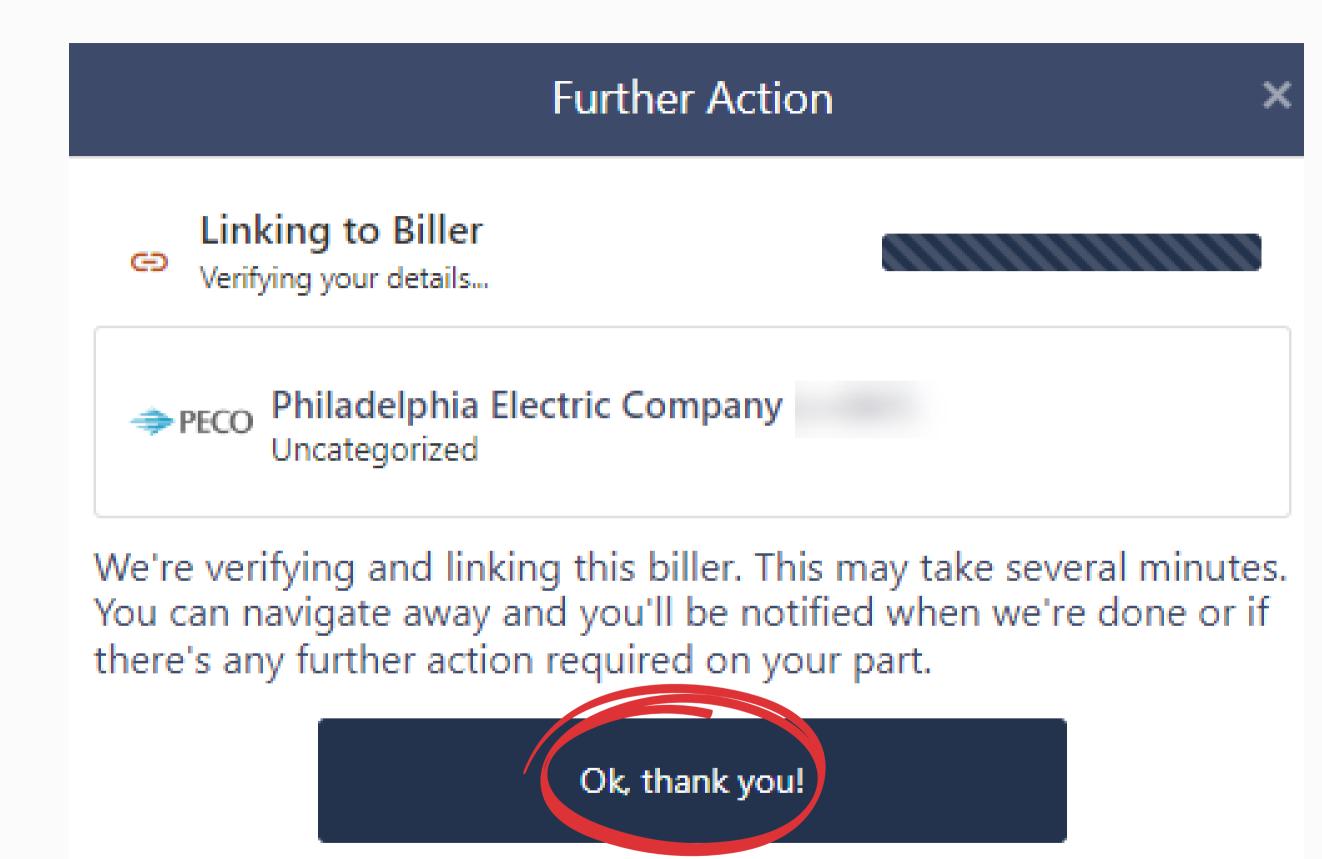
Login ID and

Password. Click

Continue.

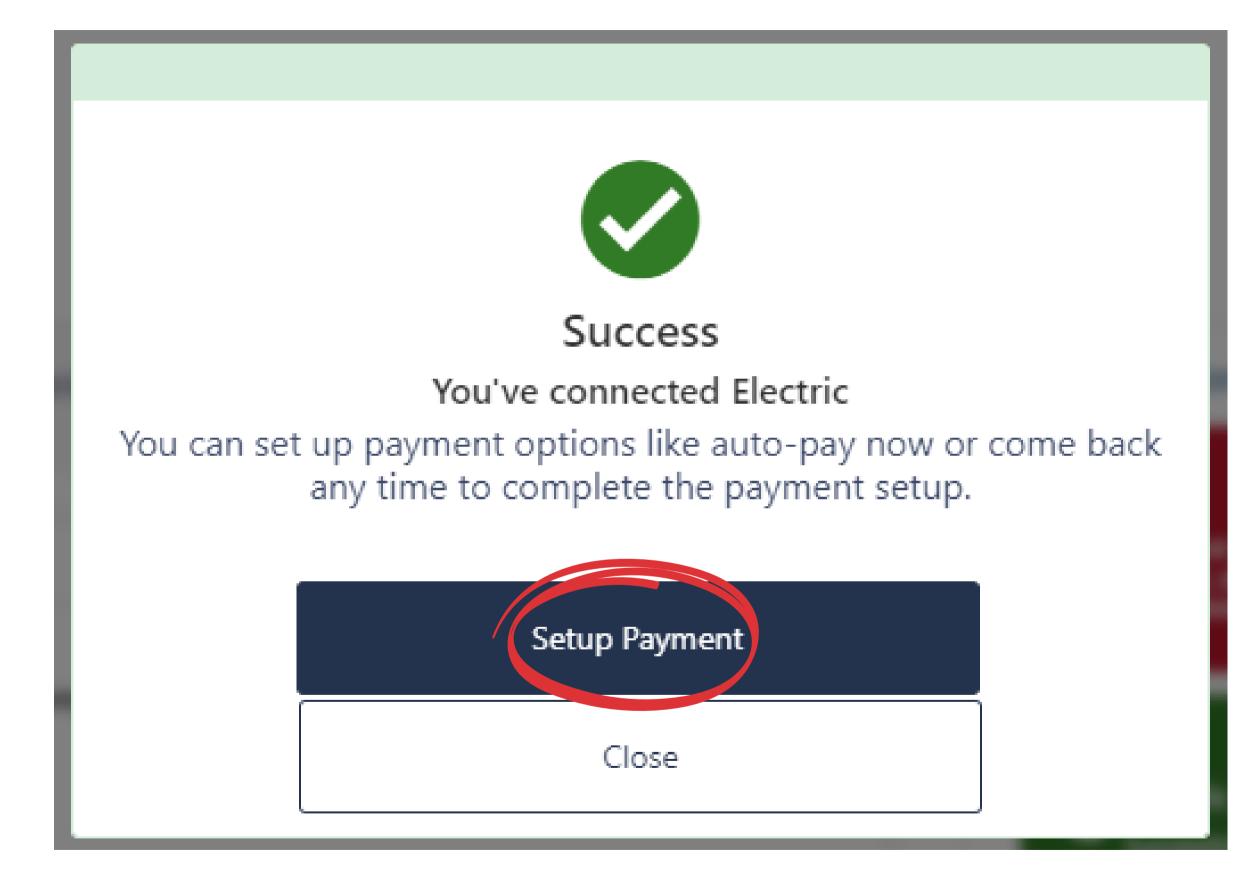


The verification process may take a few minutes.



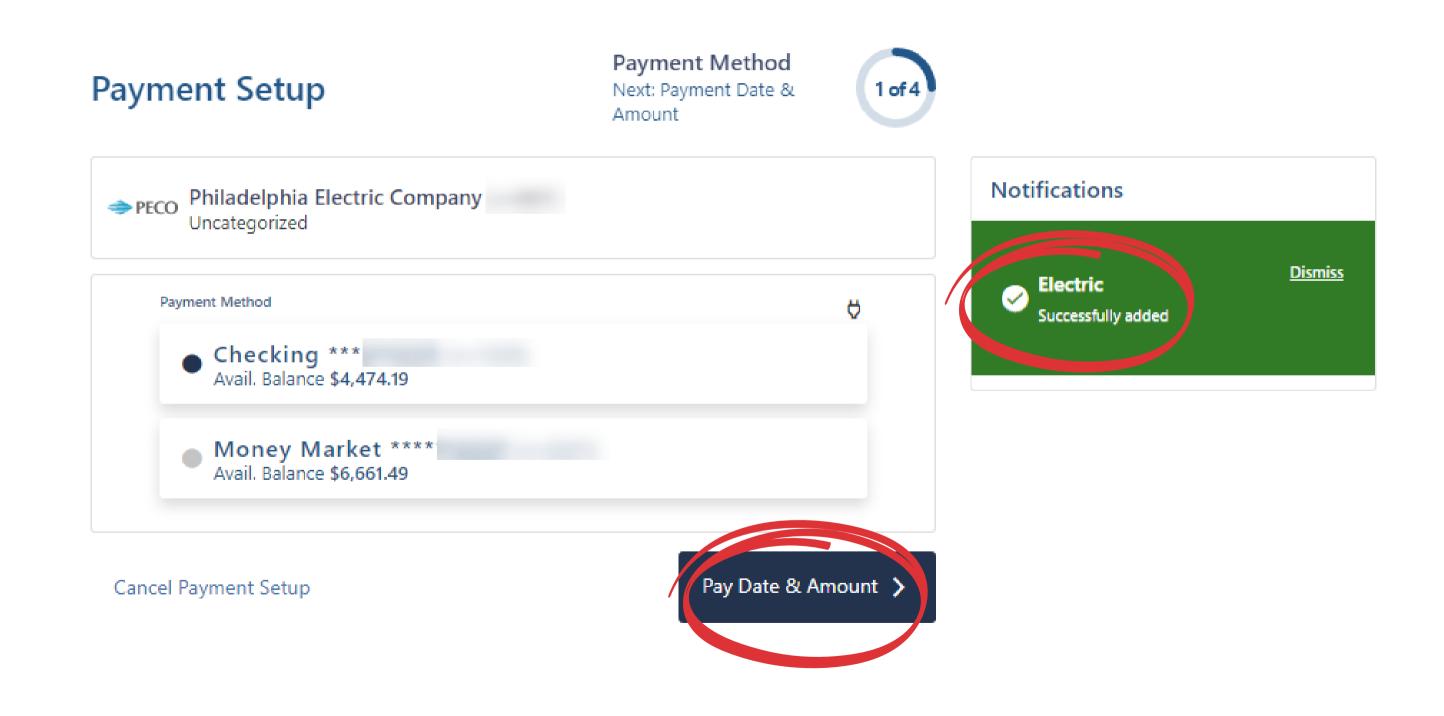
6

Now you can choose to **Setup a Payment** or **Close** to return to the **Manage Biller** menu.



7

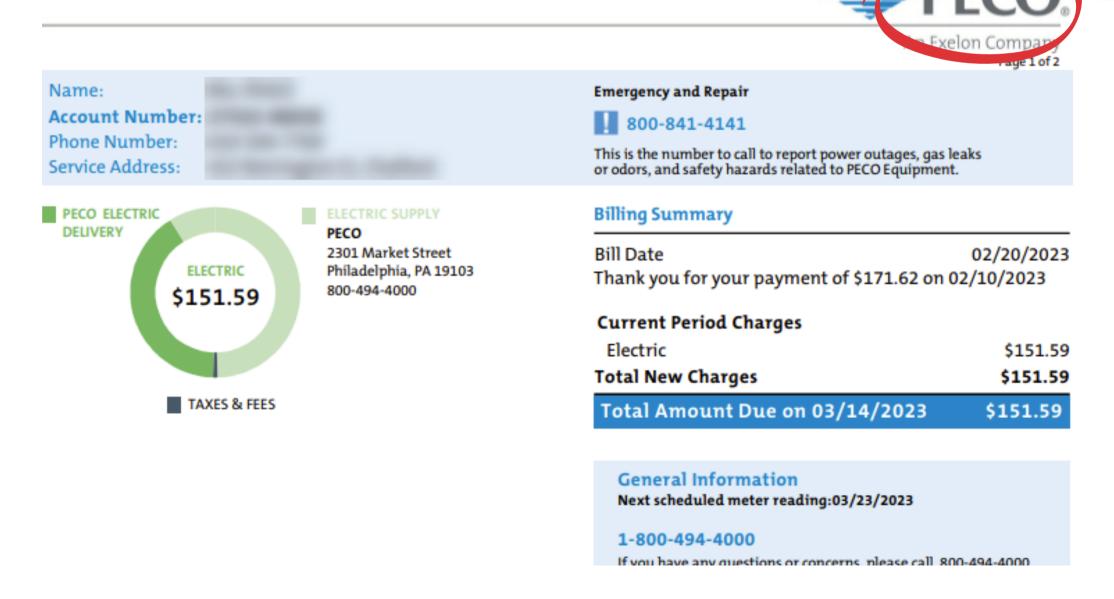
Once the eBill is **Successfully added** you can complete the **Payment Setup** process to meet your needs.



8

To view your eBill click on the three vertical dots then select Bill Details from the drop-down menu to open the PDF.

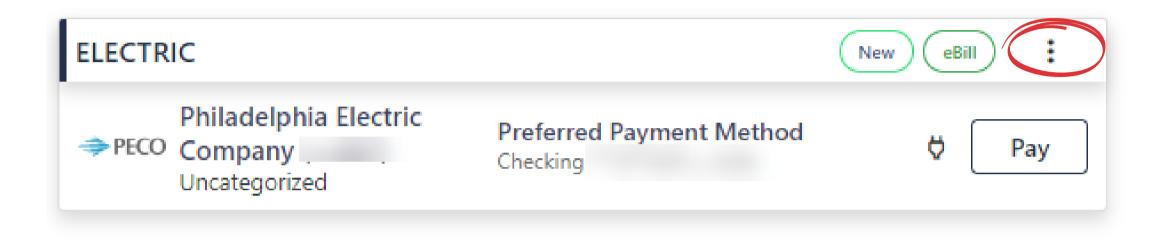




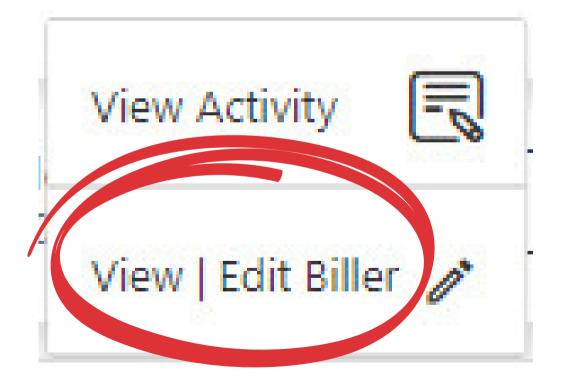


If you no longer wish to receive eBills you can turn them off.

From the Manage Biller tab go to the eBill you want to discontinue and click on the three vertical dots.

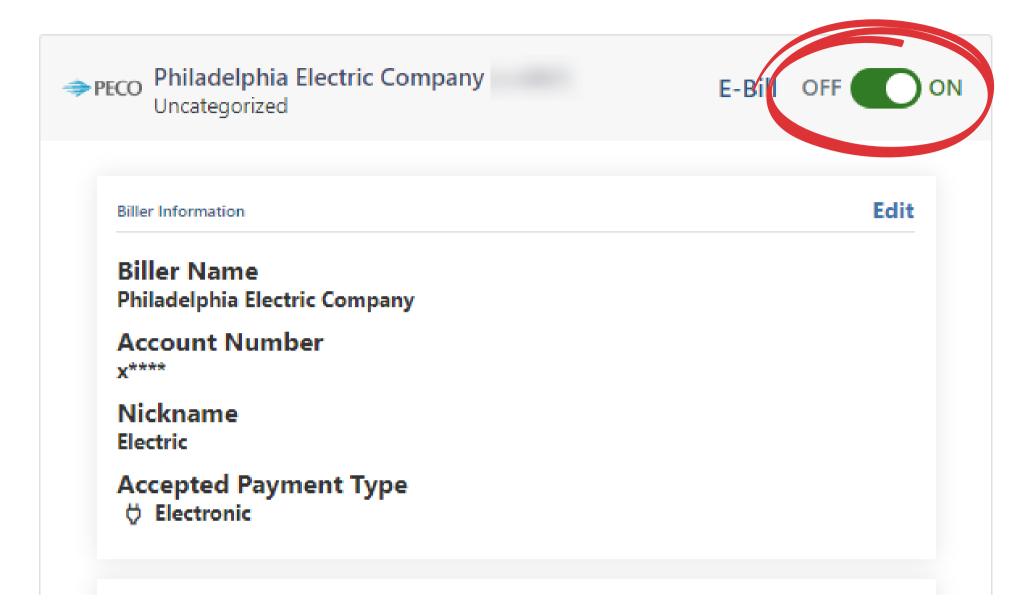


Next, click View | Edit Biller

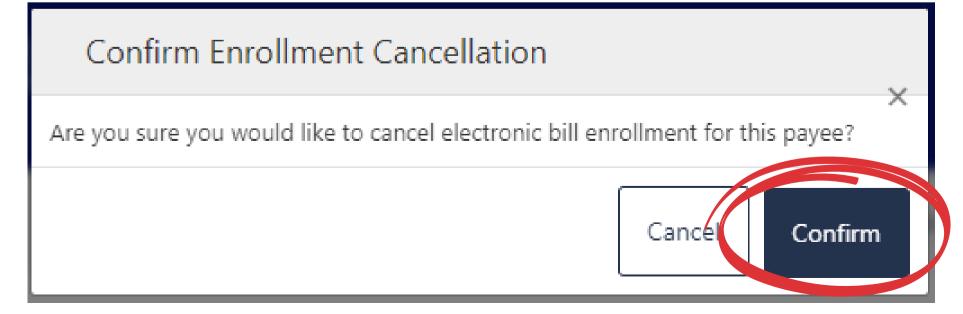


Use the **Off/On** slider to unenroll.

Click Confirm to complete.



View/Edit Biller





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