

How to Set Up a Bill Pay Payee

Mobile:

Pi

Click 'Move Money' on the bottom blue bar ٠



You can also type in *Bill Pay* or *Bills* in the white box at the top of the screen. ٠



myPioneer How-To





• Click on 'Pay Bills'

Scheduled Transfers

1:43 🏵 🚥 🖻	🂐 5G 📶 📋
Type 'Transfer Funds'	② ≡
Pay Bills	
Start a new transfer 🚽	>
+ Add a new recipient	t
Send money to one of your recipients	
Recipient Management	>

>





• Select the account number you want to use to pay bills in the 'Membership' drop down, then click 'View Bills' and click 'Continue'

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← Payees	0
Membership Select	×
Back	View Bills



• Click '+Payee'







• From here you can choose from a listed business or you can choose to 'Pay a company' or 'Pay a person'. For this how-to, we are going to choose 'Pay a Company'. However you want to set up payments, follow the prompts provided.

2:47 ∞ 🖻 🎽 🕌			
← Pay bills			
COSTCO ANYWHERE CARD US			
OISH NETWORK MONTHLY SERVICE			
• HOME DEPOT			
➡ IDAHO CENTRAL CREDIT UNION LOAN			
• INTERMOUNTAIN GAS COMPANY			
SYNCHRONY BANK			
Use the options below to search the full payee directory or add people you need to pay:			
Pay a company (e.g.credit card, utilities or cable)			
Pay a person (e.g. friend or relative)			
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- Fill out the information needed in the required fields.
- Note: If you don't know the account number, you can list a descriptive word or phrase in the 'payee account number' field and the 'confirm account number' field, but both fields have to match identically.





Add payee		
Who are you trying to pay?		
* Required field		
Payee name *	Payee name	
Payee account number *	Payee account number]
	No account number ?	
Confirm account number *	Confirm account number	
Payee ZIP Code *	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX]
G Back		Next 🕽

- Review the information on the 'Review' page to confirm the information is correct and click • 'Submit'
- From here you can set up your payment date(s) and amounts you want to pay.

Schedule					-
• Our goal is to deliver yo Some payments will process communications you receive.	ur payment securely and quickly. using a single-use, pre-paid card, which me	ans you will not recognize ca	rd numbers within paym	ient confirmatio	X on
+ Payee				Review all	Pay all
Display - Category -			Payee name or nickname		Search
Pay to					Action
Idaho Power *0163	\$ 0.00	Pay from "WOW" CHECKI*0902 09/29/2021	2 V	C Make	it recurring
Electronic New		Deliver by: 09/30/2021			
	"WOW" CHECKING	\$0.00			
	Payment total	\$0.00			
			F	leview all	Pay all
▼View pending transactions	O View history				

