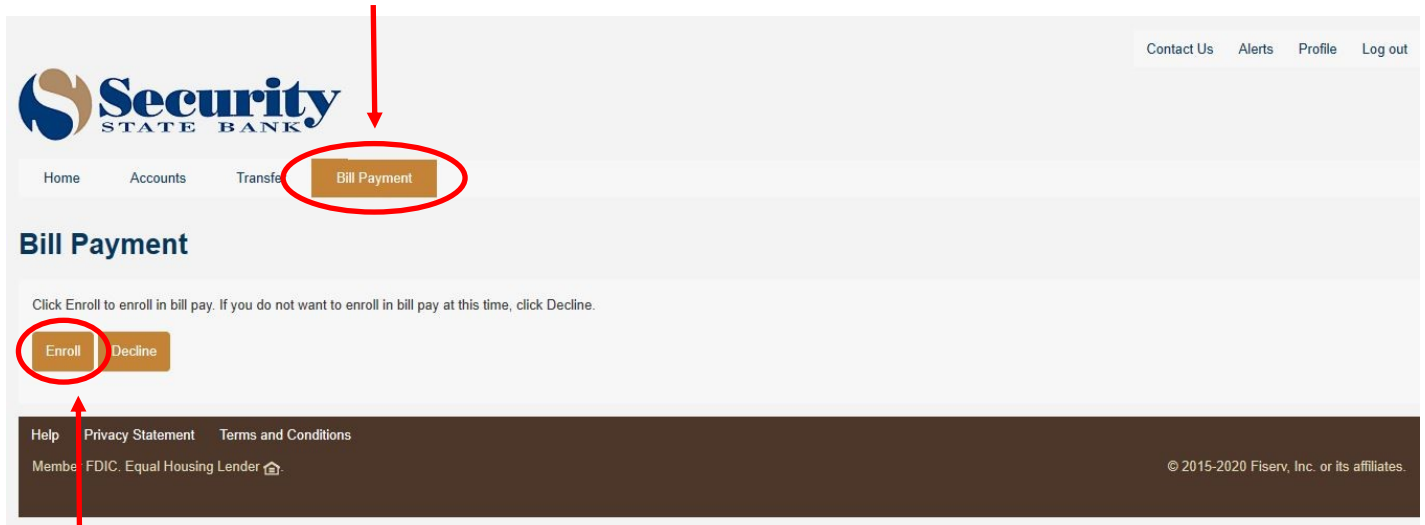
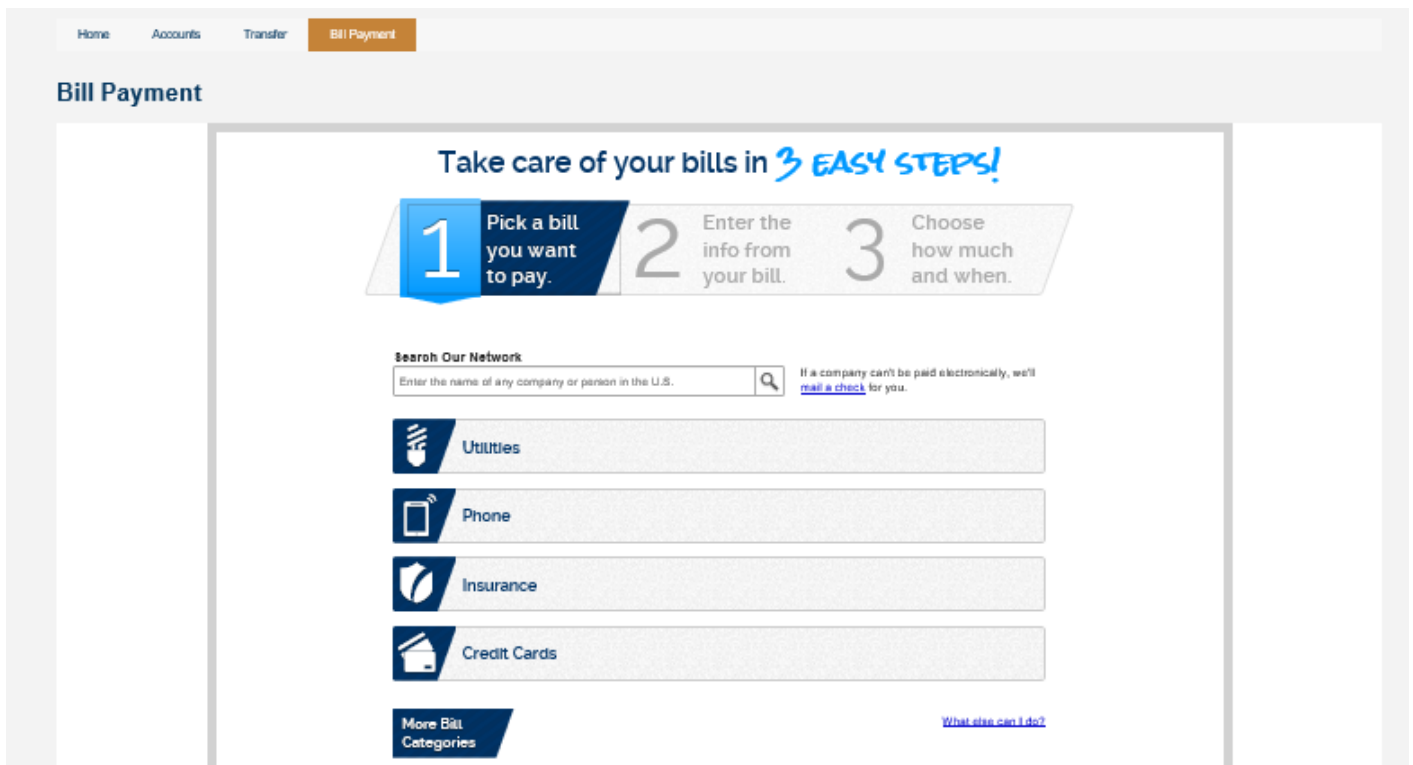


BILLPAY SETUP GUIDE

1. Log in to Online Banking through ssbhibbing.com
2. Click on Bill Payments Tab



3. Click Enroll
4. If prompted, enter your phone number
5. Review Terms of Service, Select "I Accept" box, Click Continue
6. Review Privacy Policy, Select "I Accept" box, Click Continue



BILLPAY REFERENCE GUIDE

How to Setup your First Bill Payment

1. Log in to Online Banking through ssbhibbing.com
2. Click on Bill Payments Tab
3. Select or search for the bill you would like to pay
4. Enter information from your bill, click "Next Step"
5. Enter Amount you would like to pay, choose payment date, and click "Make Payment"
6. Once your payment has been completed you will see a green check mark and a confirmation number

How to Setup a Bill on Auto Pay

1. From the Payment Center click "AutoPay" on the desired bill
2. Click "Setup AutoPay"
3. Choose desired amount and first payment date
4. Select frequency and duration of the Auto Pay
5. Confirm email address
6. Click "Start Sending Payments"