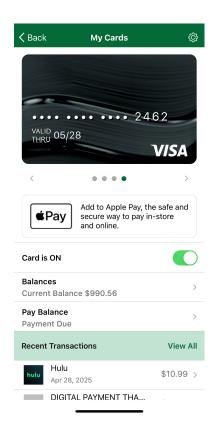
Navigate to Card Control

Once logged into your account, navigate to Card Control - More > Card Control > Select your Visa credit card



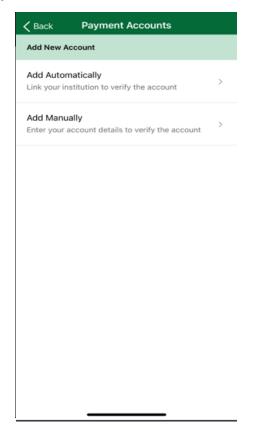
Add payment account

A payment account must be added before it can be used to process one-time or recurring payments. Payment accounts can be added automatically as well as manually. You can add multiple payment accounts, and edit or remove them as needed.

Add a payment account automatically

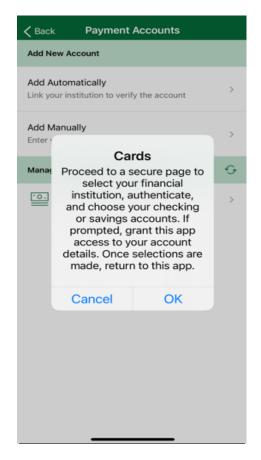
To add a payment account automatically: Navigation: Pay Balance > Manage payment accounts

1. Select Add Automatically.

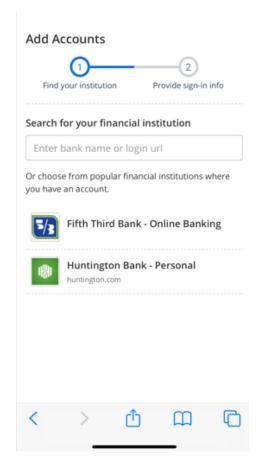


The next screen indicates that you will be taken to your mobile's browser to search or select your payment accounts.

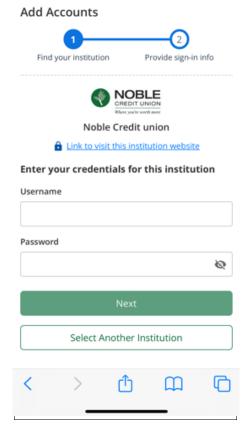
2. Select OK.



3. Search or select your financial institution (FI) and proceed with the next steps.



- 4. Enter your FI's login credentials and select **Login**.
- 5. Follow the required verification steps.



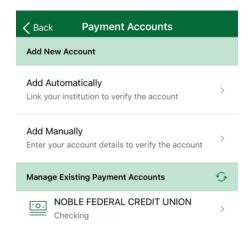
You are then required to authorize and grant access to the debit checking or savings accounts, which you want to use for making the credit card bill payments.

6. Select Authorize.

Find your institution Provide sign-in info NOBLE CREDIT UNION Where you're worth more Noble Credit union Link to visit this institution website Please select the option/Enter only option number (eg: 1 or 2 or 3) Phone - Text: ******** Phone - Voice: ********** Email - E Mail: k***********

Once you authorize, you have to select at least one account to continue with the account linking process. Once the account selection is complete, the **Back to the App** screen appears.

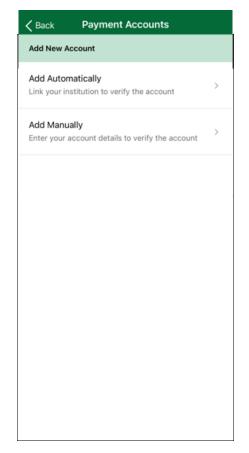
Navigate back to CardHub manually. The Payment Accounts screen now shows the newly added account.



Add a payment account manually

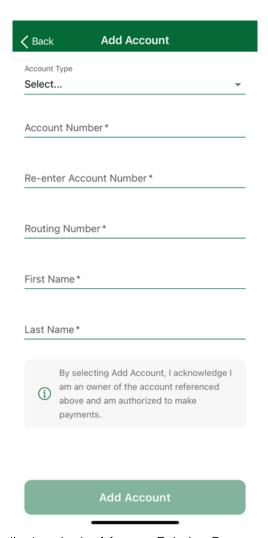
To add a payment account manually:

1. Select **Add Manually**.

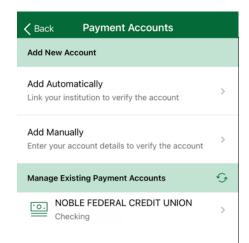


The **Add Account** screen displays a blank form.

- 2. Enter the following information manually and select **Add Account**:
 - Account Type
 - Account Number
 - Routing Number
 - First name of account holder
 - Last name of account holder



The newly added account displays in the Manage Existing Payment Accounts section.

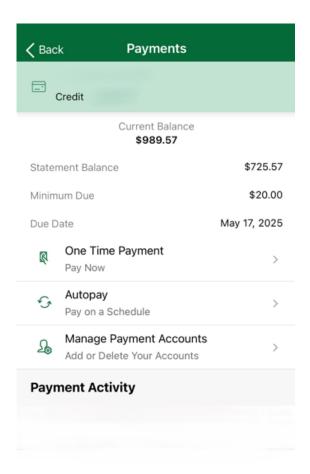


Schedule a one time payment

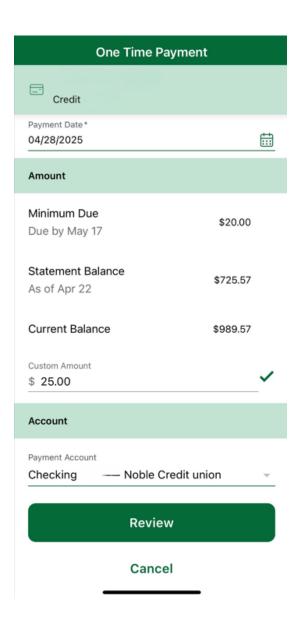
To make a one-time payment:

Navigation: CardHub login > Select card > Pay Balance

1. Select One time payment.

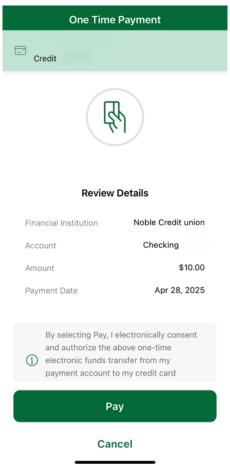


- 2. Select a date to send the payment.
- 3. Select **Minimum due**, **Statement balance**, **Current balance**, or enter a **Custom amount** to pay.
- 4. Select the account from the **Payment account** dropdown list.
- 5. Select **Review**.

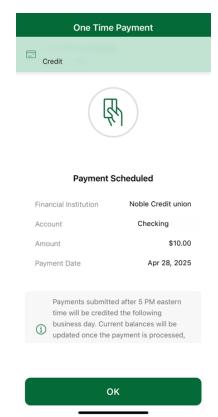


CardHub App Procedures

6. Review payment information.



7. Select **Pay** to complete the transaction or **Cancel** to edit information.

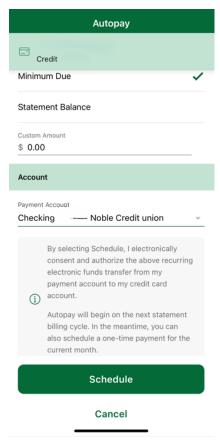


Set up autopay

To set up an autopay:

Navigation: CardHub login > Card select > Pay Balance > Autopay

- 1. Select Minimum Payment Due, Statement Balance, or enter a Custom Amount.
- 2. Select a **Payment Account** from the dropdown list.
- 3. Select **Schedule** to proceed with the autopay payment.





Note: Actual payments always occur on the statement due date.