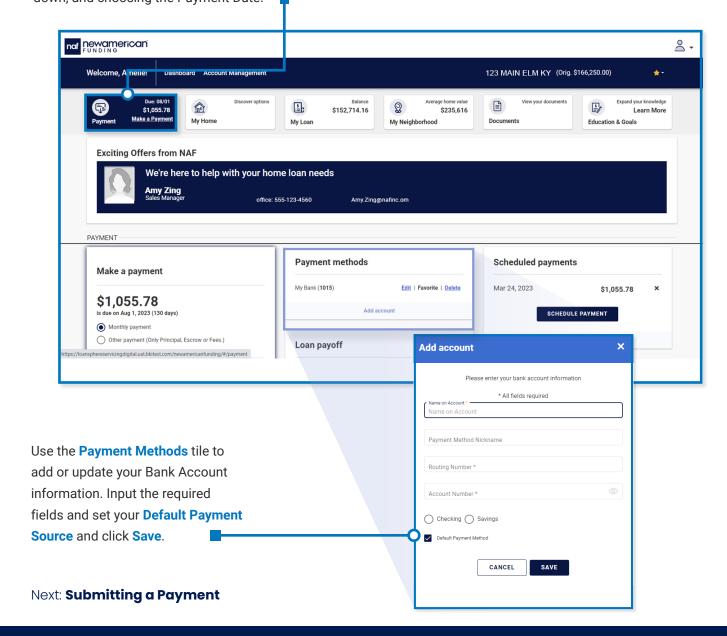


# **HOW TO MAKE A PAYMENT ONLINE**

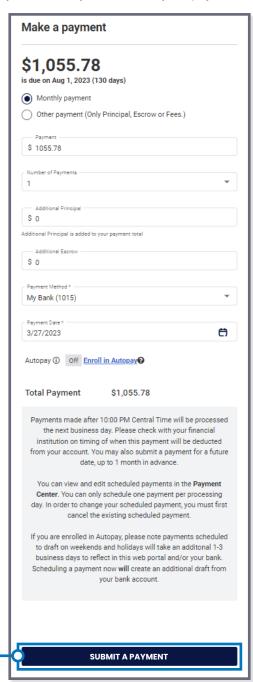
Once you log into your account, use the **Make a Payment** tile. In the Make a Payment tile you will schedule your payment by setting the Number of Payments, selecting your bank account by using the Payment Method drop down, and choosing the Payment Date.



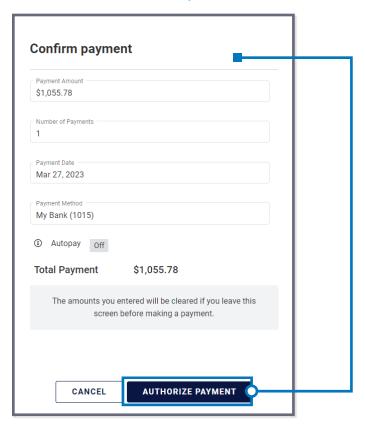


## **Submitting A Payment**

When you are ready to schedule your payment, from the main dashboard, click Submit Payment.



On the next prompt, review your payment details and click **Authorize Payment**.



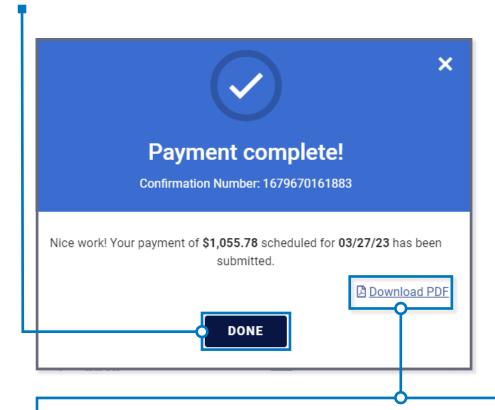
Next: Completing Payment & Downloading Receipt



#### **Completing Payment & Downloading Your Receipt**

Once confirmed, a pop-up will appear verifying that your payment has been completed. You can download a copy of the receipt as a .pdf file. The Payment Confirmation number will be included on the .pdf.

Click **Done** to close the pop-up.



Dear Jane Doe:

Your one time payment draft for loan number ending in 1234 in the amount of \$1,138.88 was submitted on 07/13/2021 with a scheduled date of 07/13/2021. The confirmation number is 162605133151

If you have any questions, please contact Customer Care.

NMLS ID# 6606 New American Funding

**Next: Scheded Payments** 

# CUSTOMER CARE WEBSITE TIPS HOW TO MAKE A PAYMENT ONLINE

## **Scheduled Payments**

To confirm your payment is scheduled, click on the **Scheduled Payments** tile from your profile dashboard.

