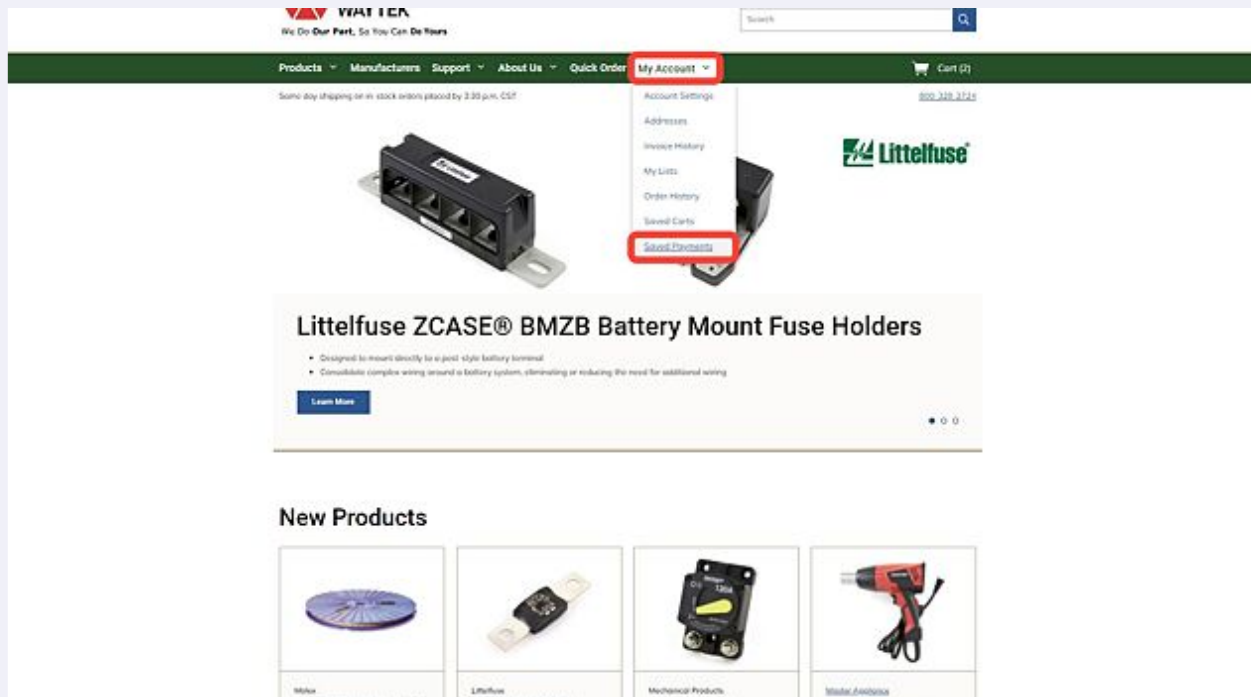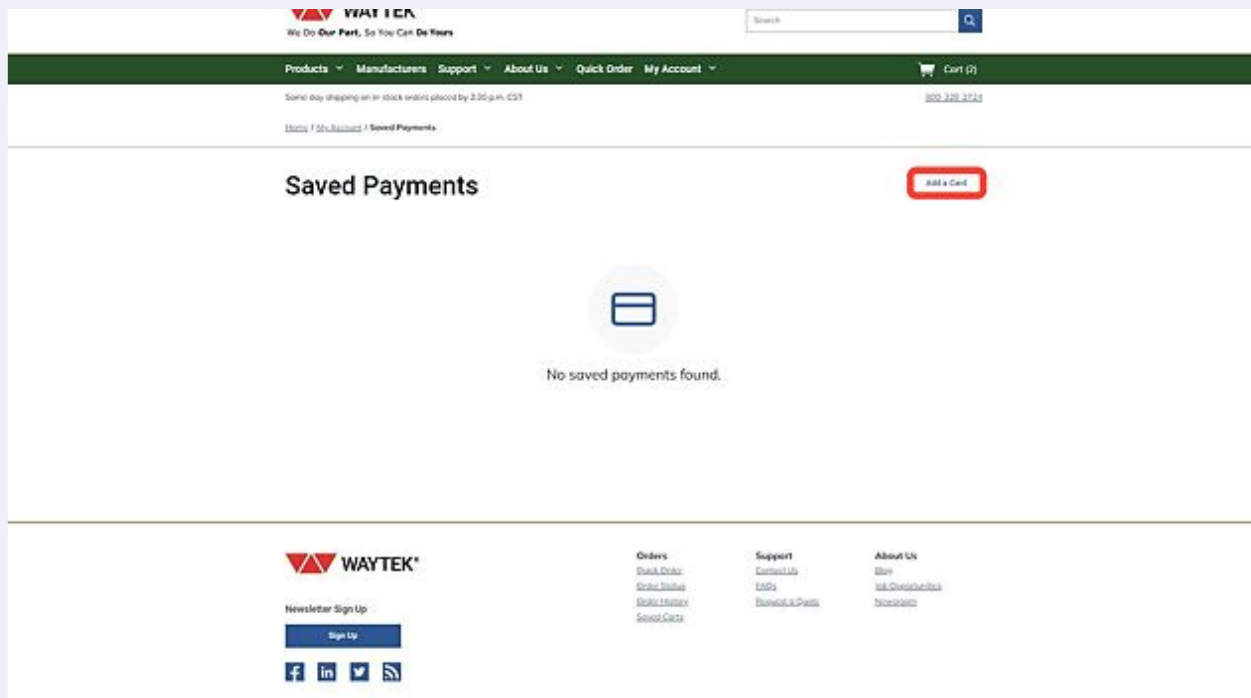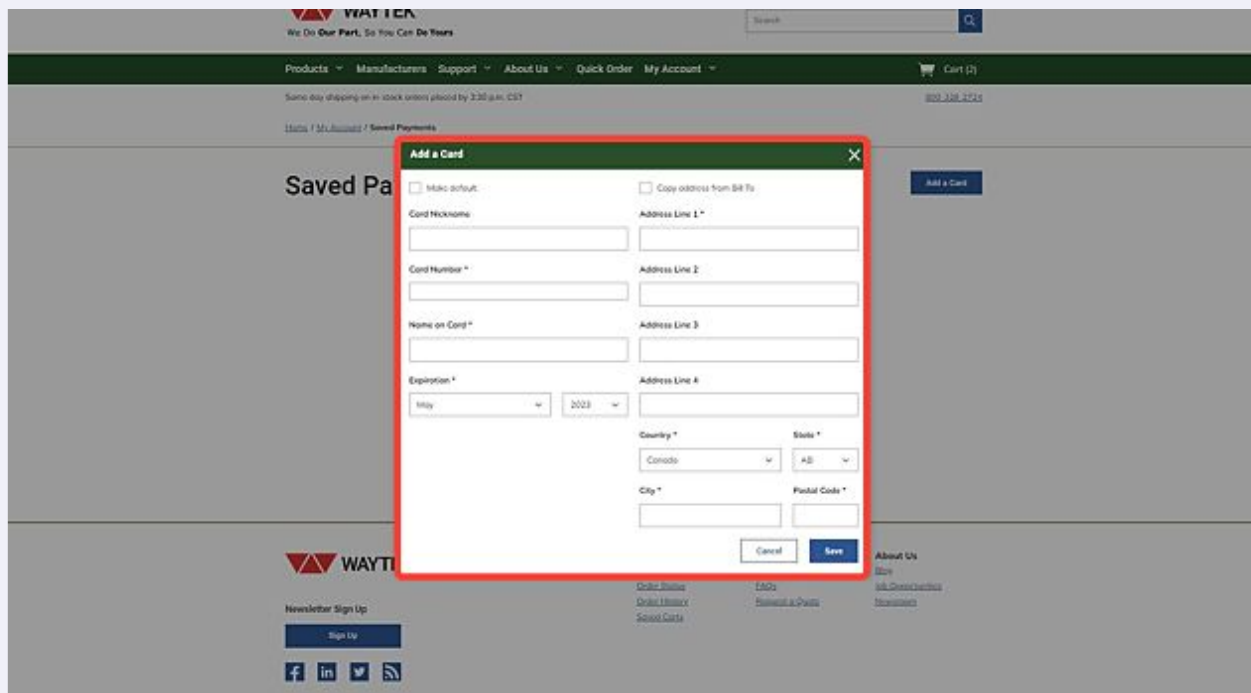# Saved Payments

1 To access saved payments, click on My Account- Saved Payments

2   If you are adding your first saved payment, click on Add a Card

3   Using the Add a Card pop up window, fill in your card information. Note that lines with "*" are required fields to add your card
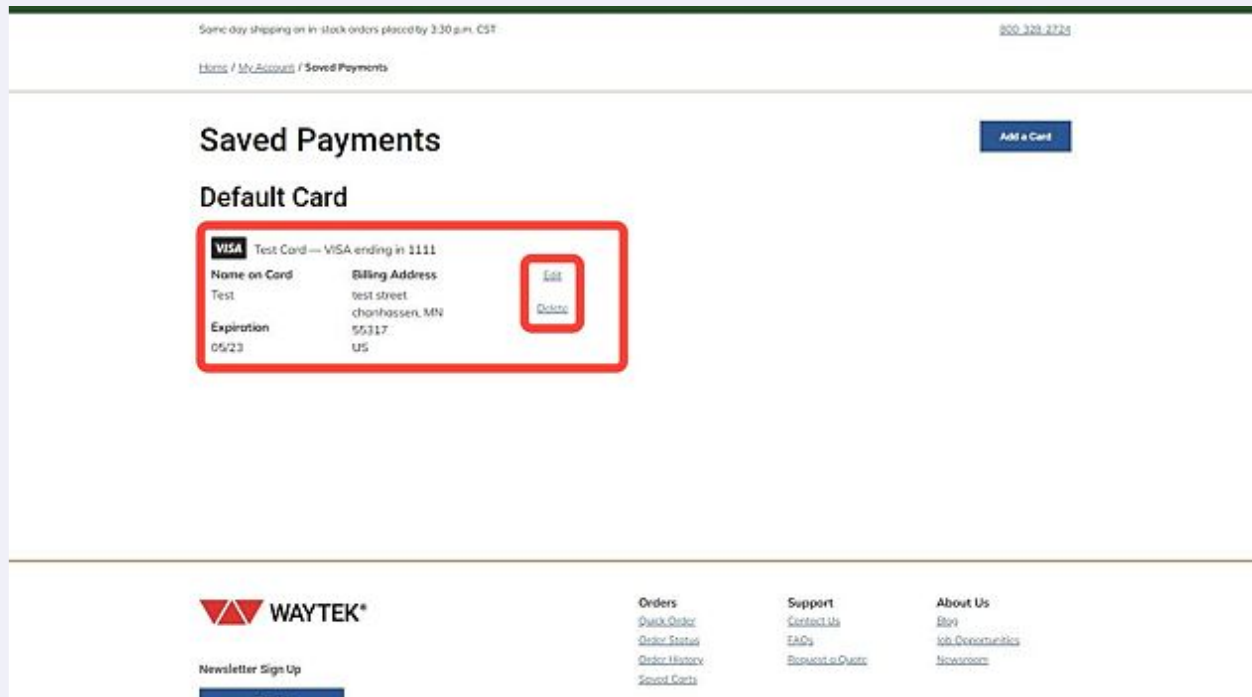
4   At the top of the field, you can choose between two check boxes, Make Default, and Copy address from Bill To. Select the option you wish to proceed with.

5   Once you have filled out all of the required card information, Click Save
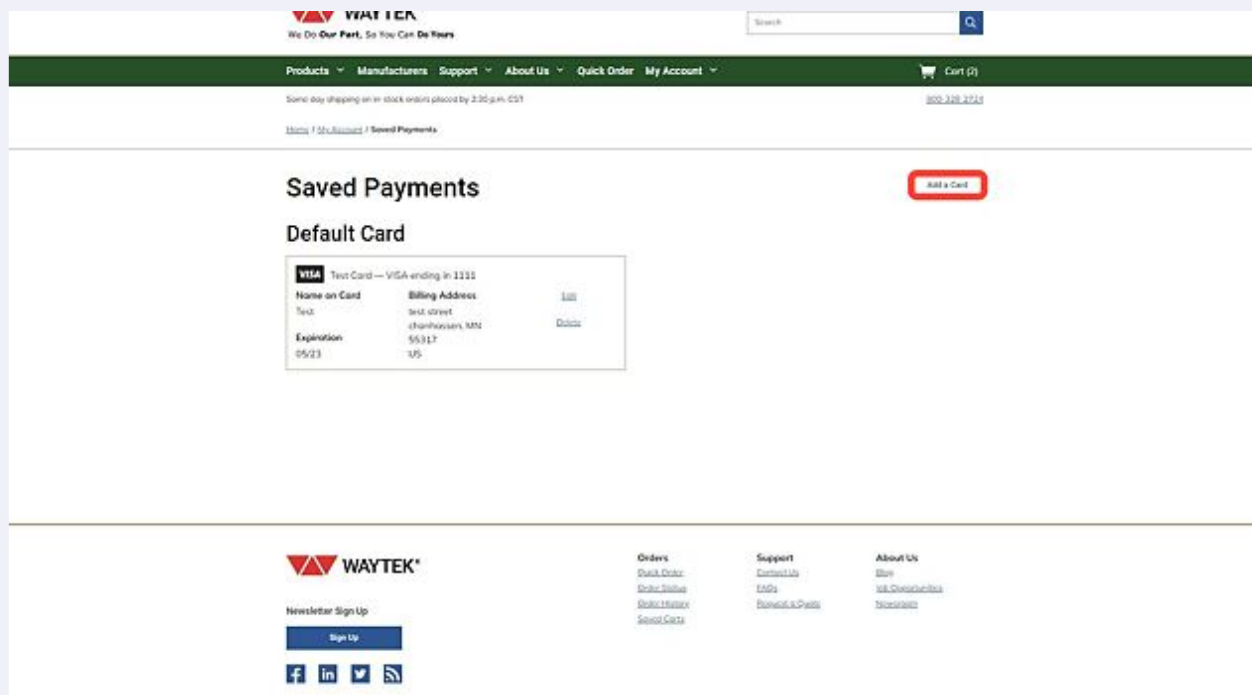
6 After saving, you should be shown your new saved payment on the Saved Payments page. From here you can click on edit or delete.
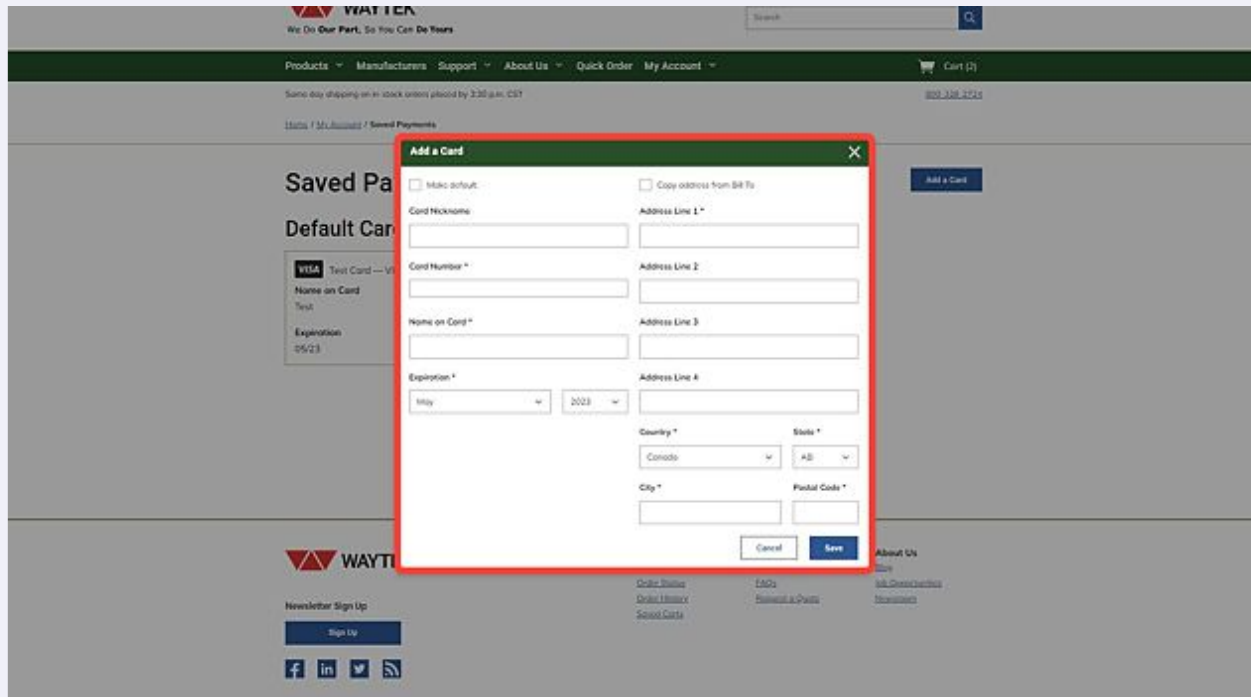

7 If you wish to add another card, click on Add a Card

8 Repeat the Add a Card pop up you have previously filled out with the new card information.

9 To access your Saved Payments page to add more or edit your existing card on file, navigate to My Account- Saved Payments.