

**Purpose:** This tutorial is meant to serve as a supplement to the Bind/Pay By Credit Card / Issue Policy tutorial.

## **PART I—BIND/PAY BY CREDIT CARD / ISSUE POLICY:**

### **From the Credit Card Payment Entry page:**

1. Type the applicant's credit card number into the designated field.
2. Click to select the applicant's expiration date month and year from the designated dropdown menus.
3. Type the applicant's three-digit security code into the designated field.
4. Click on the **Next** button. The Click To Pay page displays.
5. Click on the **Pay** button. The Payment Confirmation page displays.
6. Print the screen and click on the **Next** button. The Coverage Confirmation page displays.
7. Print the screen and click on the **Quit** button in the upper right corner of the screen to exit.