

BILL PAY QUICK START GUIDE

Experience the convenience of paying bills online



AmegyBank
of Texas

GETTING STARTED

IT'S EASY TO GET STARTED.

- Go to our website at www.amegybank.com.
- Click on the "Personal" tab in the Internet Banking Login box.
- Enter your login ID and click "Go."
- Confirm your SecurEntry™ image and phrase, then enter your password and click "Log In."
- Click the "Bill Pay" button on the top navigation bar.

You are now ready to set up your billers and schedule payments.

Review Agreement

The first time you log in, you will be asked to review and accept the Terms and Conditions of the Bill Pay Service Agreement. This document will be available for review anytime in Bank-at-Home by selecting "Agreement Center" in the "Services" section

- Select "I Agree" to proceed.

Note: Always click on the "Sign Out" button when you are finished using Bill Pay.

The screenshot shows the Amegy Bank Bill Pay interface. At the top, there is a navigation bar with links: Payment Center, Add a Bill, Bill History, Manage My Bills, My Accounts, My Profile, Help, and Sign Out. Below the navigation bar, a welcome message reads: "Welcome John B Customer, Thursday, February 22, 2007".

The main content area is divided into several sections:

- Pay Bills:** A table showing bills to be paid from a "Test Account" (ID: 1000154322). The table has columns for Features, Biller Name, Amount, and Pay Date. Bills listed include Reliant Energy, SBC, and Verizon. A "Make Payments" button is located at the bottom right of this section.
- Click Here to Learn More About the Speed of Online Payments!** A promotional banner with a green arrow pointing right.
- Bill Reminders:** A section with a "Set Up Reminders" link. Text below reads: "You can set up reminders to help you track when your bills are due. We alert you of any electronic bills you've set up too."
- Pending Payments:** A table showing bills that are due or have been scheduled. It includes columns for Biller, Amount, and Pay Date. Bills listed are Reliant Energy (\$500.00, 03/12), SBC (\$250.00, 03/05), and Verizon (\$250.00, 03/06). A "Total" of \$1,000.00 is shown at the bottom. Links for "Change" and "Cancel" are provided for each bill.
- Recent Payments:** A table showing bills that have already been paid. It includes columns for Biller, Amount, and Pay Date. Bills listed are Reliant Energy (\$500.00, 02/20), SBC (\$250.00, 02/12), and Verizon (\$250.00, 02/09). A "Total" of \$1,000.00 is shown at the bottom. A "View Bill History" link is provided.

STEP 1: ADD YOUR BILLERS

Before you can schedule any payments, you must add a biller.

1. From the Payment Center click "Add a Bill."
2. Choose who you would like to pay.
3. Enter the requested bill information, click "Search."
4. Review and confirm the bill information is correct. Click "Add Bill."

Quick Add a Company or Person to Pay

To start making payments, select the type of bill you want to add, and click **Continue**. If you have an account number for the bill, select that option to ensure that your payment is properly credited. [More about who I can pay...](#)

Who do you want to pay?

Company with an account number
 Company without an account number
 Person

Continue Cancel

STEP 2: HOW TO ADD AN E-BILL

An e-bill (electronic bill) is a bill that you can view and pay online through Bill Pay. E-bills contain the same information found in your paper bill.

1. Click "Manage My Bills."
2. Select the biller for which you want to set up an e-bill.
3. Click "Add an electronic version of my bill" and enter the requested information.
4. Review the account number and e-mail address for accuracy.
5. Read and agree to the Terms & Conditions.
6. Review the address information to ensure the address is where the biller provides the service.
7. Click "Add Feature."

Note: Use "Manage My Bills" to perform other tasks (i.e. update biller information, set up reminders, or set up automatic payments).

Payment Center Add a Bill Bill History **Manage My Bills** My Accounts My Profile Help Sign Out

Add and Change Bill Options

Select a bill, and then select what you'd like to do. Options include updating biller information, setting up bill reminders or automatic payments, and receiving your bill online.

Available options vary based on the features that the biller offers and the information you've already set up for your bill.

Biller Name SBC

What would you like to do?

Add an automatic payment
 Add an electronic version of my bill
 Set up reminders for this bill
 Update biller information
 Delete this biller

STEP 3: HOW TO PAY A BILL

Once you've set up a biller, you can schedule payments. Remember, you can pay anyone — companies or individuals within the U.S.

1. Find the biller you want to pay on the Payment Center page.
2. Enter the amount and select a payment date by using the new calendar tool.
3. Click "Make Payment."
4. Review the payment information and click "Submit Payment."

BROWSER REQUIREMENTS

In order to use **Bill Pay**, you will need access to the Internet via an Secure Sockets Layer (SSL)-compatible 128-bit browser, such as Netscape® Navigator U.S. Security version 6.2 (or higher) or Microsoft® Internet Explorer U.S. version 5.5 (or higher). SSL technology encrypts all communications between you and the Processing Center to ensure the security of your data. If you do not have a 128-bit browser, you can download the browser of your choice from either:

<http://www.netscape.com> or

<http://www.microsoft.com>

If you are not sure your browser supports 128-bit encryption, we will test it for you when you login for the first time. If your browser does not support 128-bit encryption, please contact Online Banking Support at 888-500-2960, Monday through Saturday 7:00 a.m. to 9:00 p.m. CT for assistance.

CUSTOMER SUPPORT

For the most expedient service, contact us via e-mail by sending a secure message through Bank-at-Home.

You can also write us at:

Amegy Bank N. A.

Attn: Bill Pay Customer Service TH-A009-5719

P.O. Box 3016

Houston, TX 77253-3016

For additional information on the **Bill Pay** features and functionality, click on the "Help" tab.

For payment inquiries, you may also call Online Banking Support at 888-500-2960, Monday through Saturday 7:00 a.m. to 9:00 p.m. C.T.

Note: Because **Bill Pay** is accessed through an Internet Service Provider (ISP), you should contact your ISP directly if you experience communication problems.

For more information call:

- 713-235-8800 (Houston),
 - 214-754-9400 (Dallas),
 - 888-GO-AMEGY / 888-462-6349 (Toll Free),
- or visit us online at www.amegybank.com.

TAKE SOME TIME TO GET TO KNOW YOUR BILL PAY SERVICE.

Take some time to explore all the features. Most of the services offered are intuitive and require no training. However, if you do need help, click the "help" tab or view any of the demos provided. The Help Center is organized to make it easy to find the information you need. If you need assistance, don't hesitate to contact Online Banking Support at **888-500-2960**, Monday through Saturday 7:00 a.m. to 9:00 p.m. CT.