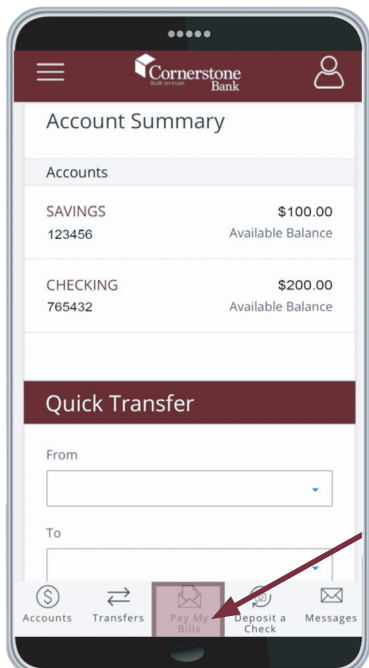


How To Add a Biller in Bill Pay

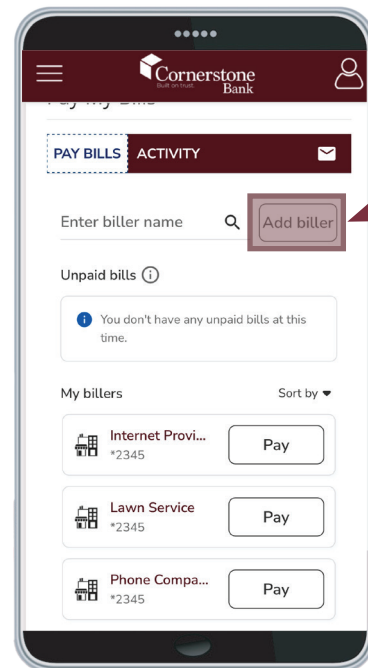
1. Log In to your Cornerstone Bank mobile app



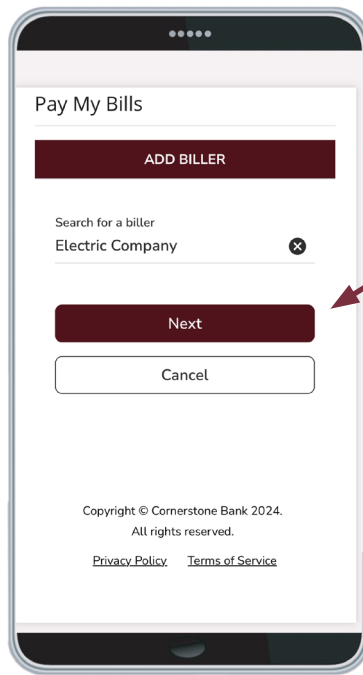
2. Select Pay My Bills from the bottom menu.



3. Click Add biller.

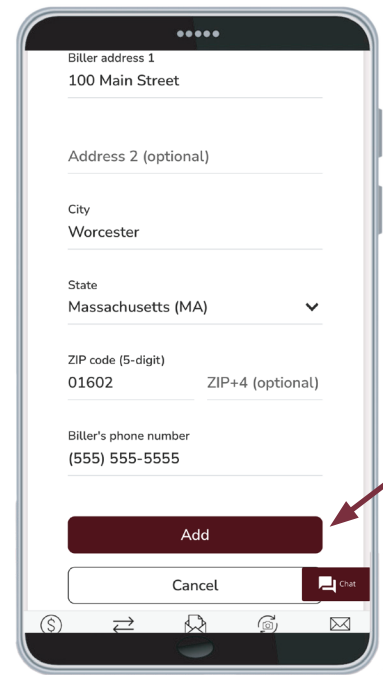


4. Enter name of company that you wish to pay, then select Next.



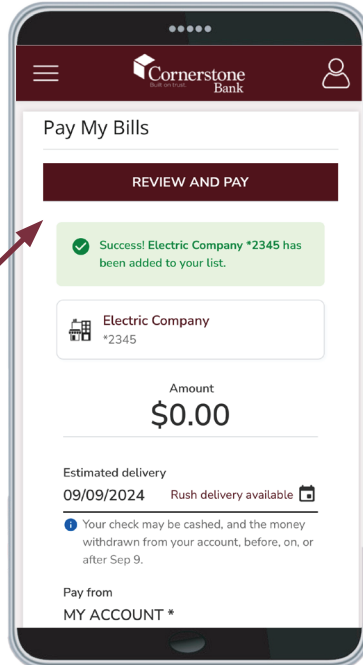
5. Enter the required information including your account number, then select Add.

If 'company,' the feature may auto populate the required fields.



6. The biller has been added to your biller list. You now have the option to make a payment to this new biller.

Bill payments may take five to seven calendar days to fully process.



7. Your new biller has been added to your list.

Please note, you may see an alert to turn on eBills once the payee has been added. eBills are an optional service that are available for some payees and allow for electronic delivery of your bill to online banking. It may take up to 2 billing cycles to receive the first eBill and once enrolled, a paper bill will no longer be generated.

