Bill Pay: How to add a new payee

Online Bill Pay gives you flexibility in how you make payments by controlling when payments are made. Follow these steps to add a new payee in Bill Pay.

Mobile App

1. Log in to the Mobile App and click Pay.

2. On the Pay Bills screen, click Add new biller.

3. In the Add Biller window, select Company or Person from the drop-down menu. Enter in the biller details and click Add.