

ASCEND HOW TO: ACCESS AND REVIEW BILL PAYMENT DETAILS/HISTORY

Step One: From the dashboard, click on “Transfer & Pay, then “Bill Pay” and then “Bills & Payments.

Bill Pay

Bill Center

Bills & Payments | Manage Billers | Notifications

August 17, 2023 >

[Pay Additional Billers](#)

Upcoming (next 7 days)
0 Bill(s) due
1 Scheduled payment(s)

Payee Name	Amount	Send on	Est. Delivery	Status
Payee Name	\$	08/17/2023	08/18/2023	Scheduled

Later
You have no bills due later or scheduled payments

Pending/Paid (last 30 days)
1 Pending/Paid payment(s)

Payee Name	Amount	Status
Payee Name	\$	Mailed

Add New Billers

Unable to find your biller?
[Add Biller Manually](#)

Top Billers

- Alliant Energy
- American Express
- American Family Insurance
- Bank of America
- BLACK CARD
- Barclays Bank Delaware

Step Two: Access payment details by clicking the three dots on right side for scheduled payments. For pending or paid payments you can click “View Activity.”

Bill Pay

Bill Center

Bills & Payments | Manage Billers | Notifications

August 17, 2023 >

Pay Additional Billers

Upcoming (next 7 days)
0 Bill(s) due
1 Scheduled payment(s)

\$		Send on 08/17/2023	Est Delivery 08/18/2023	Scheduled
----	--	-----------------------	----------------------------	-----------

Later
You have no bills due later or scheduled payments

Pending/Paid (last 30 days)
1 Pending/Paid payment(s)

\$		View Activity	
		View Edit Biller	

Add New Billers

Unable to find your biller?
Add Biller Manually

Top Billers

- Alliant Energy
- American Express
- American Family Insurance
- Bank of America
- BLACK CARD
- Barclays Bank Delaware
- Capital One

Step Three: Review payment details by clicking on the upward facing arrow on the right side of the page.

Bill Pay

Payment Activity Go Back

Payee Name

Scheduled Payments (next 31 days)
You don't have any scheduled payments

Previous Payments

Date	Description	Reference
Aug 16, 2023	Deposit Acct and balance	
Aug 9, 2023	Mailed	Bill Center Ref
Aug 9, 2023	In Process	Check # 10001
Aug 9, 2023	Created	

Click here to expand box

Step Four: To view or edit biller information, click on "Manage Billers" tab and select "View | Edit Biller" from the payee menu.

Bill Center

Search for a biller

Bills & Payments **Manage Billers** Notifications

All Billers

Find, add, and link your bills in Manage Billers. View and organize payments in the Bills & Payments tab.

View Activity

Preferred Payment Method **View | Edit Biller** Pay

Add New Billers

Search for biller to add

Unable to find your biller?
Add Biller Manually

Top Billers

- Alliant energy
- American Express
- American Family Insurance
- Bank of America
- BLACK CARD



Step Five: Here you can review payment history and review or edit biller information such as account number, eBills, preferred payment methods and deleting billers.

View/Edit Biller

[Back to Bills](#)

E-Bill OFF ON

Biller Information Edit

Biller Name
[Redacted]

Account Number
[Redacted]

Nickname
[Redacted]

Accepted Payment Type
📧 Electronic

Category Edit

[Redacted]

Payment Method Edit

[Redacted]

[Back](#)

[Delete Biller](#)

Scheduled Payments (next 31 days)

Scheduled	[Redacted]	[Redacted]	▼
Aug 18	[Redacted]	[Redacted]	
2023	[Redacted]	[Redacted]	

Previous Payments

Paid	[Redacted]	[Redacted]	▼
Jan 11	[Redacted]	[Redacted]	
2023	[Redacted]	[Redacted]	