



# Loan Payment Portal

## HOW TO SET UP AUTOPAY

**1**

The maximum one-time payment amount is \$2,000. Please be aware that there is a not interest for paying your loan balance in full. Please contact our loan department at 440.960.6600 for assistance. Please note that payments posted before 8:00 PM EST will be processed the next business day. Payments submitted after 8:00 PM EST will be processed on the next business day.

Email: \_\_\_\_\_  
Password: \_\_\_\_\_  
**Log In**  
Forgot Password  
Register

**Log In to Our Loan Payment Portal**

**2**

Loan ending in 1234      Amount Due: \$388.89

**Setup AutoPay**      **Pay Now**

**Select Account and Click Setup AutoPay**

**3**

**Edit Scheduled Payment**

Pay From Account: **ABC Bank** **View all Accounts**

Payment Amount: \$ **460.00**

Frequency: **Monthly**      Start Date: \_\_\_\_\_

End Date Options: **Until You Cancel**

Process BEFORE?

By default, recurring transactions that fall on non-banking days will process on the first banking day AFTER the scheduled date. By selecting the box below, the transaction will be processed on the closest banking day BEFORE the scheduled date.

**Fill In All Fields**

**4**

Pay From Account **ABC Bank**

Account ending in 1234 with ABC Bank

+ Add New Payment Method

Payment Amount: \$ **460.00**

**Select Account from Drop Down & Verify Payment Amount**

**5**

Frequency **Monthly**

Every Two Weeks

Weekly

**Select Payment Frequency**

**6**

Jan 2023

SUN MON TUE WED THU FRI SAT

1 2 3 4 5 6 7  
8 9 10 11 12 13 14  
15 16 17 18 19 20 21  
22 23 24 25 26 27 28  
29 30 31

Frequency **Monthly**

End Date Options: **Until You Cancel**

**Select Start & End Dates**

**7**

By default, recurring transactions that fall on non-banking days will process on the first banking day AFTER the scheduled date. By selecting the box below, the transaction will be processed on the closest banking day BEFORE the scheduled date.

Process BEFORE?

**Check the Process BEFORE? box if you would like the transactions that fall on non-banking days to be processed on the closest banking day BEFORE the scheduled date**

**8**

**Verify Payment Schedule**

Review your payment information if you need to make changes, select "Back." When you are ready to proceed, select "Authorize."

Frequency:	Monthly	Pay Using:	Account ending in 2222
Start Date:	08/22/2022	Routing Number:	0
End Date:	Until You Cancel	Account:	\$460.00
Next Due:	Loan term is 2022	Fee:	\$15.00
Total:			\$461.50

**Review & Verify the Payment Schedule**

**9**

I agree to the following:

Today's date is 08/22/2022. You are authorizing Anyplace Financial Institution to initiate a Monthly recurring transaction from your account ending in 2222 and routing number \_\_\_\_\_ in the amount of \$460.00 with a start date on or after 08/22/2022, with an end date of Until You Cancel, which includes a Convenience Fee of \$15.00. This amount, excluding the convenience fee, will be applied to your Anyplace Financial Institution account ending in 2022. This authorization may be revoked at any time by the processing of this transaction or future transactions by contacting Anyplace Financial Institution at 440.960.6600.

**Review the Disclaimer & Authorize Payment**

For more information and quick reference videos, please visit [LorMet.com/LoanPayments](http://LorMet.com/LoanPayments)