

3400 MacCorkle Ave., SE Charleston, WV 25304 Phone: (304) 388-5700 www.camcfcu.org

## **IMPORTANT NOTICE** BILL PAY WILL CHANGE SOON WITH OUR SYSTEM UPGRADE

Take ACTION to make sure your bills are paid on time!

Payments scheduled to be sent after May 31 WILL NOT be processed!

May 2023,

Dear Bill Pay User:

CAMC Federal Credit Union will be upgrading all of our electronic services, which includes a **new**, **enhanced Bill Pay system**.

Our current Bill Pay system will <u>NOT</u> be available beginning **Wednesday, May 24** through **Thursday, June 1, 2023.** 

Starting June 2, our new Bill Pay service will be available.



## Important Next Steps!!!

- Payee information <u>MAY NOT</u> transfer from the old Bill Pay system and may need to be re-established to ensure vendor information is up-to-date and accurate.
- Document your current payees, including account number, payee name, contact information, etc. You may need to refer to your billing statements for some of this information. On the reverse side, use the **Payee Information Form** to help gather all the necessary information.
- You **WILL NOT** be able to add, delete, modify, or schedule payments during the conversion.
- Payments scheduled to be sent **by or before** May 31 will be processed as normal.
- \*\*\*Any payments scheduled to be sent after May 31 from the old system will NOT be processed (including recurring payments previously authorized). \*\*\*
- Other payment arrangements must be made for items due after May 31.

## Remember to enroll in our new Bill Pay service starting June 2, 2023 to establish payees and initiate payments.

Thank you for your patience and cooperation as we upgrade our Bill Pay system to serve you better.

If you have any questions, please call (304) 388-5700.

Sincerely,

CAMC Federal Credit Union

