

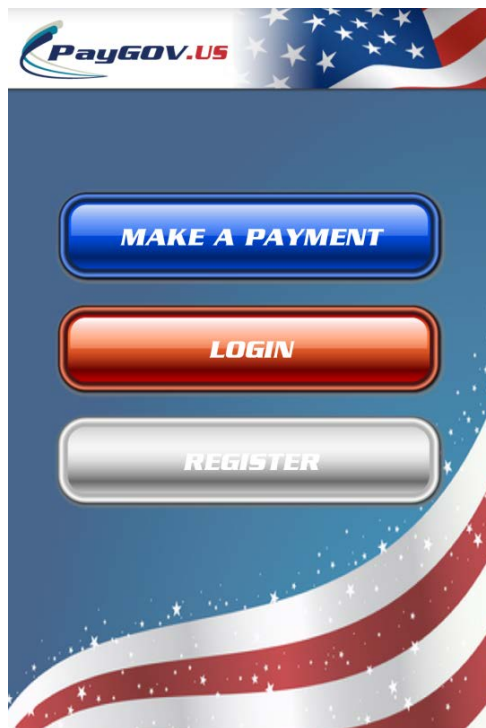


PayGOV Mobile

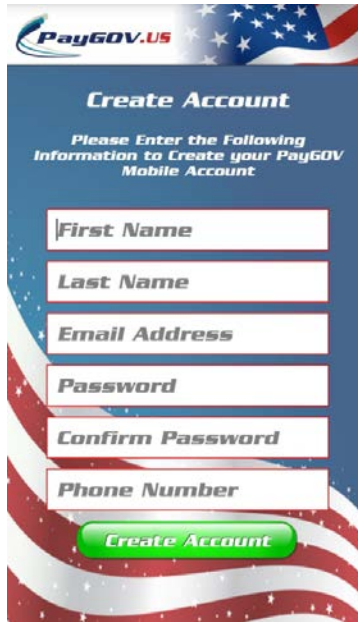
Full Feature Mobile Instructions

Account Registration, Saving Payment Location, Saving Payment Information, Setting Reminders and Future Payments

1. Open the App Store from your device. App Store for Apple devices and Google Play for Android devices.
2. Search for "PayGOV Mobile"
3. Download and install the application.
4. Open the application and you will see this screen:

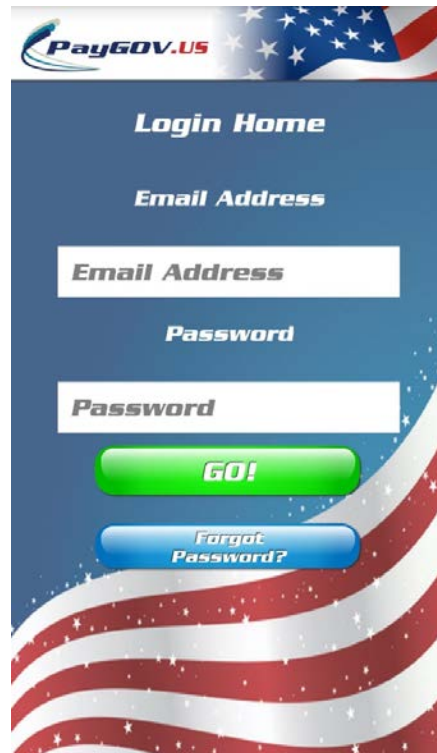


5. Select "Register" and create your PayGOV Mobile Account.



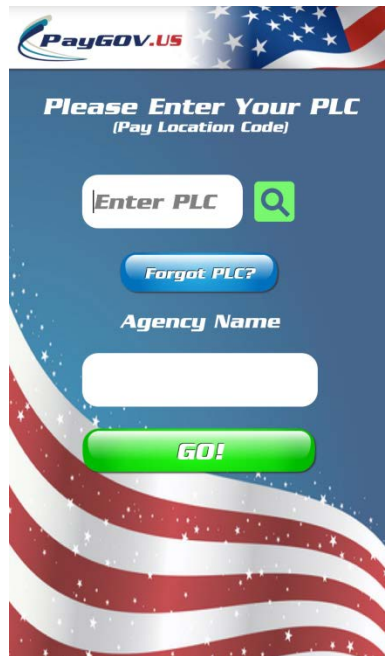
The image shows a mobile application screen for creating a new account. At the top, there is a logo for "PayGOV.US" with a stylized American flag graphic. Below the logo, the text "Create Account" is displayed in a bold, italicized font. Underneath, a smaller line of text reads "Please Enter the Following Information to Create your PayGOV Mobile Account". The form consists of several input fields stacked vertically, each with a label: "First Name", "Last Name", "Email Address", "Password", "Confirm Password", and "Phone Number". At the bottom of the form is a prominent green button with the text "Create Account". The background of the form area features a decorative American flag pattern with stars and stripes.

6. Once you've created your account, login with your username (email) and password.



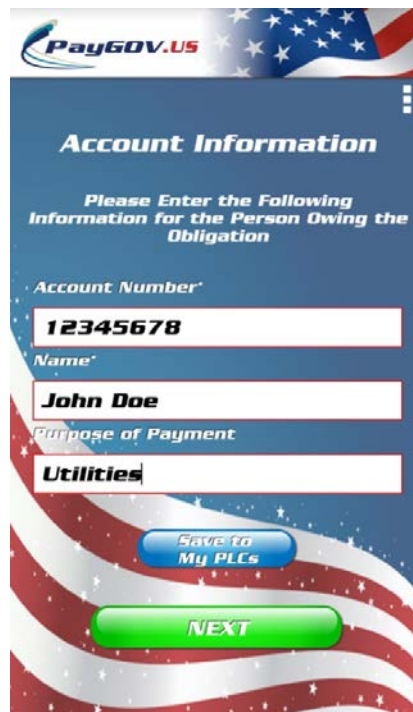
The image shows a mobile application screen for logging in. At the top, there is a logo for "PayGOV.US" with a stylized American flag graphic. Below the logo, the text "Login Home" is displayed in a bold, italicized font. Underneath, the text "Email Address" is shown above an input field. Below that, the text "Password" is shown above another input field. At the bottom of the form is a prominent green button with the text "GO!". Below the "GO!" button is a blue button with the text "Forgot Password?". The background of the form area features a decorative American flag pattern with stars and stripes.

7. Select "Make Payment" and enter the PLC for the agency you're trying to pay. If you don't know your PLC, select "Forgot PLC" to look it up by State and Jurisdiction. Select "GO" when entered



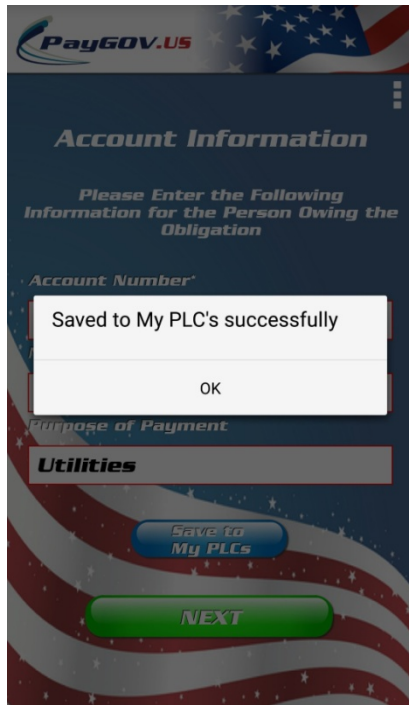
The screenshot shows the PayGOV.US interface for entering a Pay Location Code (PLC). The background features a stylized American flag. At the top, the PayGOV.US logo is displayed. Below the logo, the text reads "Please Enter Your PLC (Pay Location Code)". There is a search input field with the placeholder text "Enter PLC" and a magnifying glass icon. Below the search field is a blue button labeled "Forgot PLC?". Underneath that is a text input field for "Agency Name". At the bottom of the form is a large green button labeled "GO!".

8. Enter your account information for the bill you're paying.

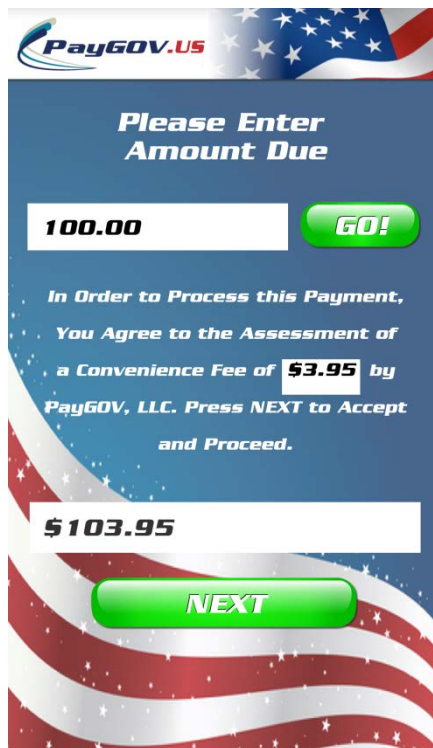


The screenshot shows the PayGOV.US interface for entering account information. The background features a stylized American flag. At the top, the PayGOV.US logo is displayed. Below the logo, the text reads "Account Information" and "Please Enter the Following Information for the Person Owning the Obligation". There are three input fields: "Account Number" with the value "12345678", "Name" with the value "John Doe", and "Purpose of Payment" with the value "Utilities". Below the input fields is a blue button labeled "Save to My PLCs" and a large green button labeled "NEXT".

9. If you want to save the Payment Location Code and your account information for future payments, select "Save to My PLCs".



10. Select "OK", enter the payment amount and select "GO". Review the information and select "NEXT".



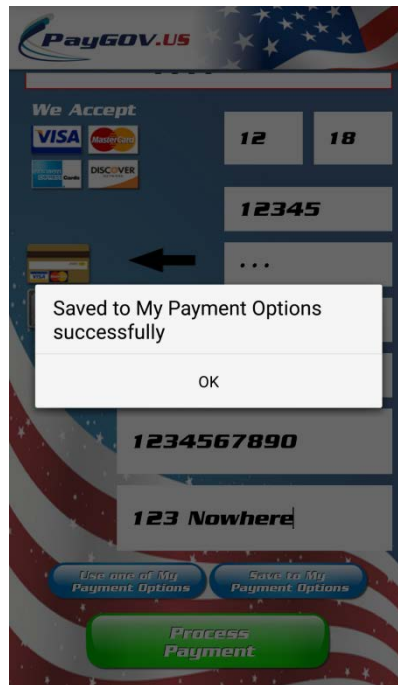
11. Enter your card information.

The screenshot shows the PayGOV.US interface for entering card information. At the top, it says "Please Enter the Information Located on Your Card". Below this, there are several input fields: a card number field with "1111" visible, a month/year selection with "12" and "18", a card number field with "12345", a cardholder name field with "John Doe", a zip code field with "1234567890", and a cardholder address field with "123 Nowhere". There are also logos for VISA, MasterCard, and DISCOVER, and a small image of a credit card with an arrow pointing to the CVV field.

12. Scroll down, from here you can either process the payment, or select "Save to My Payment Options" to store this card information for future use.

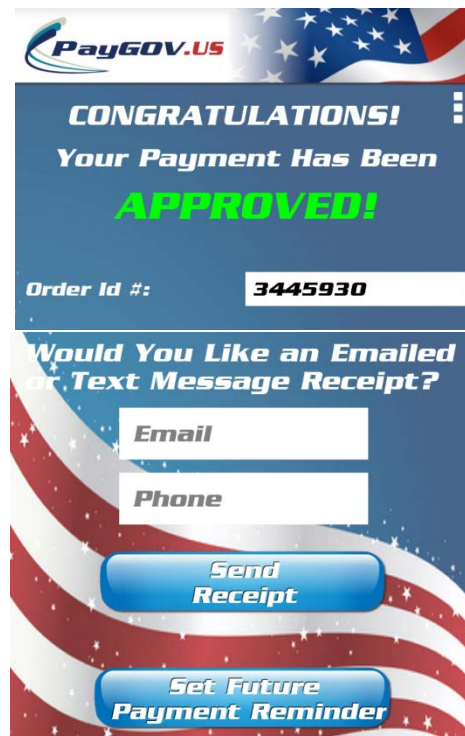
The screenshot shows the PayGOV.US interface for payment processing options. It features a "We Accept" section with logos for VISA, MasterCard, and DISCOVER. Below this, there are fields for "MM" and "YY", "Billing Zip", and "CVV2 Code". There are also fields for "First Name", "Last Name", "Cardholder Phone number", and "Cardholder Billing Address". At the bottom, there are two buttons: "Use one of My Payment Options" and "Save to My Payment Options", and a large green "Process Payment" button.

13. After you've saved the payment information, a confirmation will be displayed.

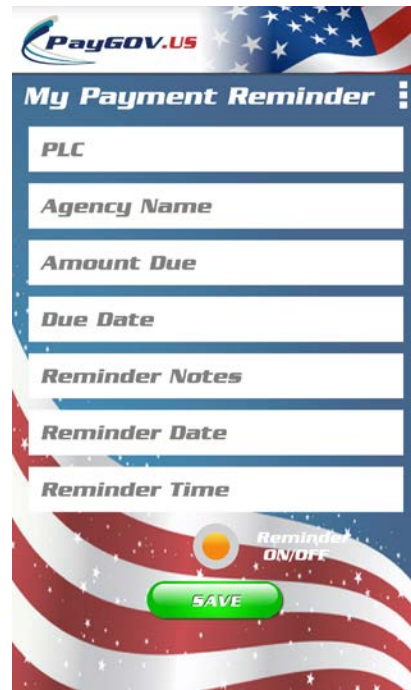


14. Select "OK" and then "Process Payment".

15. If the transaction was approved, you will see the APPROVED response. From here you can scroll down to email/text a receipt and set a reminder for a future payment if desired.



16. Select "Set Future Payment Reminder" to set the reminder details. It will automatically associate the reminder with your "Saved PLC".



The screenshot shows the 'My Payment Reminder' form in the PayGOV.US mobile app. The form is set against a background with an American flag motif. It contains the following fields: 'PLC', 'Agency Name', 'Amount Due', 'Due Date', 'Reminder Notes', 'Reminder Date', and 'Reminder Time'. At the bottom, there is a toggle switch labeled 'Reminder ON/OFF' and a green 'SAVE' button.

17. Once you've input the reminder details, select "SAVE". The reminder will appear as a push notification (you may have to enable app permissions) on the selected date and time.
18. You can access and modify your "My PLCs", "My Payment Options" and "My Payment Reminders" details from the PayGOV Mobile Menu. If on an iOS device, select the Menu button and if on an Android device, select the three square menu icon at the top right of any stage.

Processing a Payment from a Saved PLC

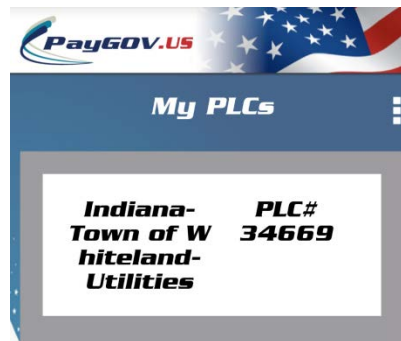
1. Login to your account and select "Make Payment"



2. Select "My PLCs"



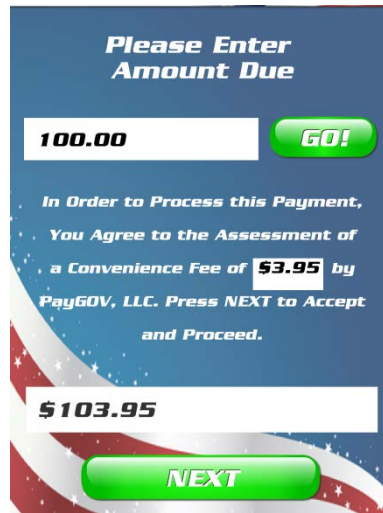
3. Choose your stored PLC from the list, select "Yes" when prompted to continue to make a payment.



4. Your previously entered account information will be displayed for review. You can edit this information by selecting any field.



5. Select "Next" to go to the Payment Amount stage.



6. Select "Next" to go to the card information stage. You can enter new information or recall previously stored card information.
7. To do that, scroll down and select "Use one of My Payment Options".



8. Selected the stored card you want to use.



9. Review your information and select "Process Payment".



ALL DONE! THANKS FOR USING PAYGOV MOBILE!

For questions or support with PayGOV Mobile, call (317) 807-4330 or email: mrисley@paygov.us