

Enrolling in AutoPay and eBill



Business Customers: Register Account Forgot Username? Forgot Password?

- 1. In your Internet browser, navigate to the main Buckeye Broadband Business page at <u>BuckeyeBroadband.com/Business</u>.
- 2. Select 'Sign In' at the top of the page.
- **3.** Enter your membership credentials on this screen and click 'Sign In'.



4. After logging in, you may see this Go Paperless! dialog box. If so, you may enroll in eBill at this time by clicking 'Yes'.

BUCKEYE BROADBAND BUSINESS

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		DASHBOARD	VIEW
Account Profile		Billing and Statem	
Billing Address 2700 OREGON RD		Balance Summar Your statemen	y t is not av
NORTHWOOD OH 436191057		*Current Balar	nce 🕜
Service Address		-Does not includ	e services o
2700 OREGON RD		Customer Inform	ation
ECARE 3		Policies	
NORTHWOOD OH 436191057		User Guides	
Billing Preferences		< l>	
You are currently not signed up for AutoPay	Enroll Now		
	et Enroll Nous		

5. On your account dashboard, in the Billing Preferences section, click 'Enroll Now' next to the sentence about AutoPay.



6. Complete all the fields in the dialog box with your preferred payment method information and then click 'Continue'.

Account Profile	Billing and Statements
Billing Address 2700 OREGON RD	Edit Paperless Statement Option
Service Address	Your paperless billing option will be updated.
ECARE 3 NORTHWOOD OH 43	Yes, hroll my account in Paperless Statements, crediting the \$5.00 Printed Statement Fee each mouth.
Billing Preference You are concerned to	
You are cyclic to the second sec	
	Continue Cancel
19.725.9000	

- 7. If you did not enroll in eBill in step 4, click 'Enroll Now' next to the sentence about paperless statements (see step 5).
- **8.** Click the check box in the dialog box and then click 'Continue'.