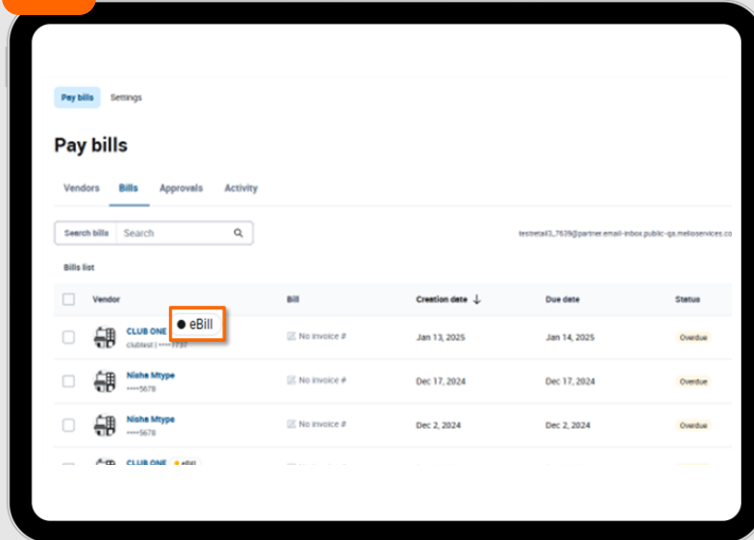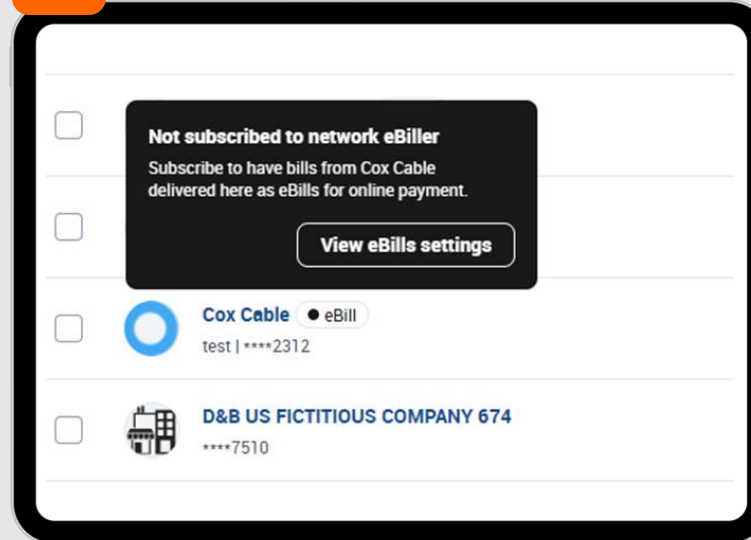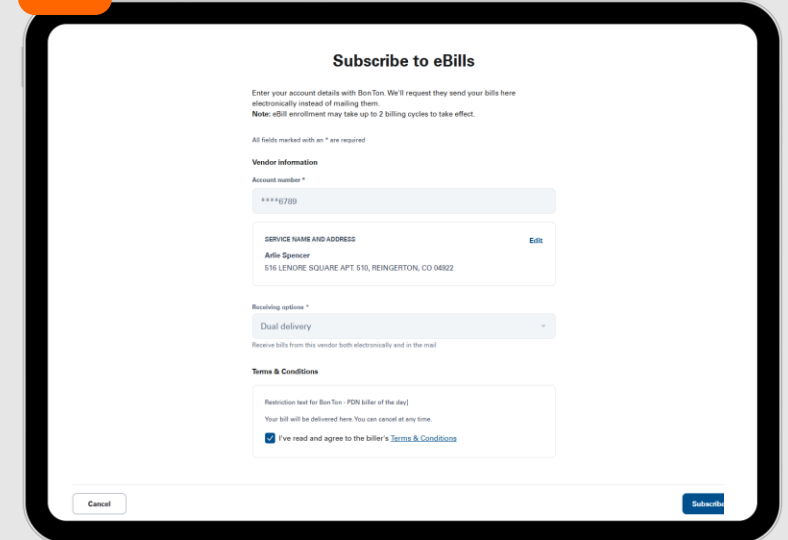# Subscribe to an eBill

1

2

3

Look for the "eBill" next to a vendor's name or next to a bill in the "Bills" or "Vendors" inbox.

Hover over the "eBill" button to see status of eBill subscription. Click "View eBills settings."

Fill out the required information. Click the "Subscribe" button.

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