


Store Bank Account/ACH Profile in the Info Hub

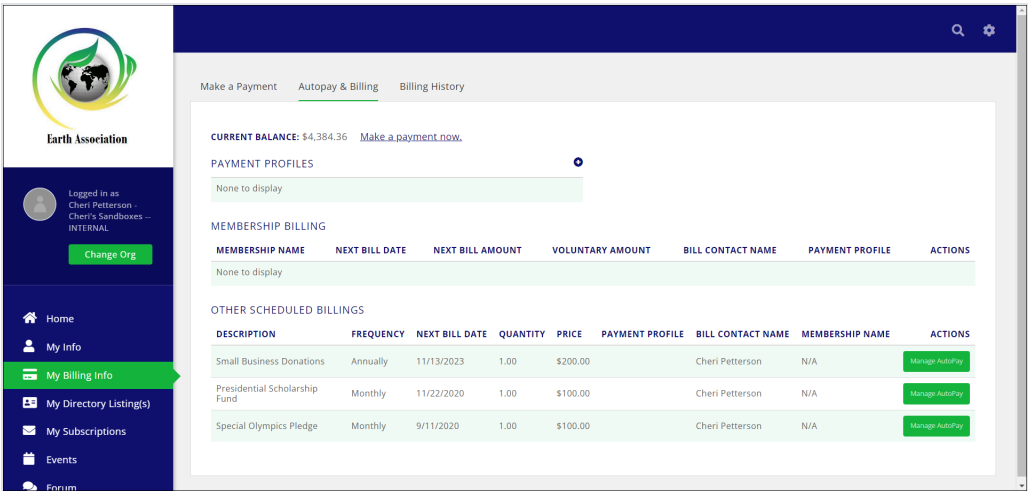
Riha Moss Jan 22, 2025

With GrowthZone Pay implementation, your members may easily store their bank account information via the Info Hub.




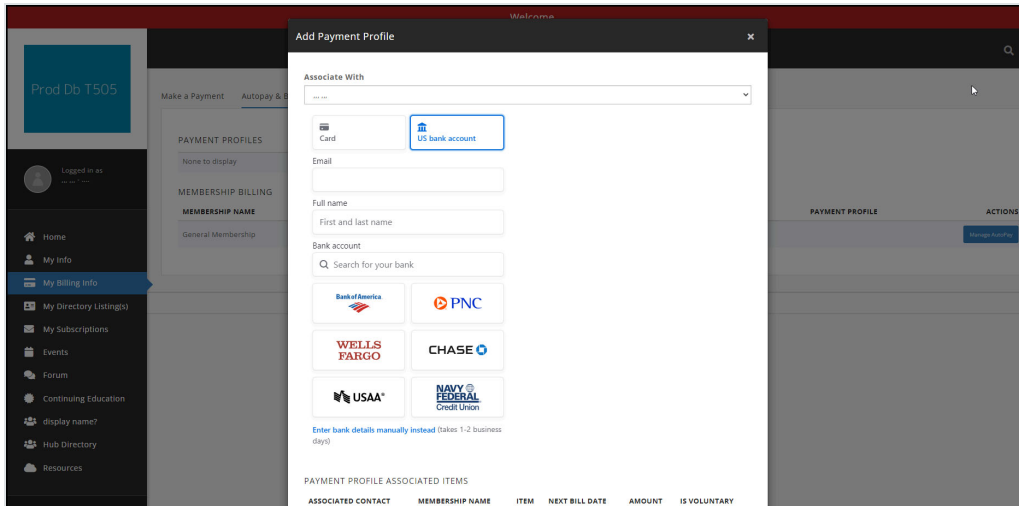
IMPORTANT: Staff cannot enter the ACH information on behalf of a customer. Due to privacy restrictions, only customers can enter their bank information. When they enter their information through the Info Hub, bank accounts will be verified via their personal online banking platform.

- 1. Click **My Billing Info** in the Navigation Panel.
- 2. Select the **Autopay & Billing** tab.



The Autopay & Billing tab in the My Billing Info section of the Info Hub

3. Click the  icon in the **Payment Profiles** section and select **US Bank Account**.



Prod Db T505

Make a Payment Autopay & Bill

Logged in as

Home

My Info

My Billing Info

My Directory Listings

My Subscriptions

Events

Forum

Continuing Education

display name?

Hub Directory

Resources

PAYMENT PROFILES

None to display

MEMBERSHIP BILLING

MEMBERSHIP NAME

General Membership

Associate With

Card

US bank account

Email

Full name

First and last name

Bank account

Search for your bank:

Bank of America

PNC

WELLS FARGO

CHASE

USAA

NAVY FEDERAL Credit Union

Enter bank details manually instead (takes 1-2 business days)

PAYMENT PROFILE ASSOCIATED ITEMS

ASSOCIATED CONTACT	MEMBERSHIP NAME	ITEM	NEXT BILL DATE	AMOUNT	IS VOLUNTARY
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PAYMENT PROFILE ACTIONS

Manage Profile

Adding a bank account to the stored payment profiles in the Info Hub

4. Choose from one of the banks listed or search for a different bank. You will be taken to your online banking portal to log in and choose an account.