

STANDARD WORK INSTRUCTION

USING THE ONLINE PAYMENT PORTAL

1. Go to <https://smartpay.profitstars.com/expressbd/Oxford Bank SPBD/BillerDirect/Index/3693165>
2. Click on “Pay Now” (Figure 1)
3. Enter in the required information, and then click “Continue” (Figure 2)
4. Click “Pay” on the loan you want to make a payment on (Figure 3)

Oxford Bank Online Payment Portal

Click on "Pay" in the action column to make a payment. To pay off your loan, please contact the Personal Loans Department at (248) 968-7222.

Enter Username

Enter Password

LOGIN

PAY NOW

Figure 1

To Account: Oxford Bank Personal Loans

First Name: Snoop

Date of Birth (MM/DD/YYYY): 10/20/1971

Last 4 Digits of SSN: 1876

CANCEL **CONTINUE**

Figure 2

Name	Loan Number	Current Balance	Description	Payment Due	Due Date	Status	Action
SNOOP DOGG	7777	\$5000.00	Mortgage Loan	\$39.54	05/01/2019	New	Pay
SNOOP DOGG	80272068	\$363.84	IL Unsecured	\$10.90	06/11/2019	New	Pay

Payment Due: \$39.54

Fees/Other Charges: \$0.00

Total Amount Due (Payment Due + Past Due Amount + Late Fees): \$0.00

Other Amount: []

CONTINUE

Figure 3

5. Choose your payment option, then click “Continue” (Figure 3)
 6. Input information into required fields, then click “Continue.” (Figure 4)
- **Please Note: You Cannot Make a Payment Using a Credit Card****
7. Review your payment information, then click “Agree and Submit.” (Figure 5)
 8. Click “Save Receipt,” “Print Receipt,” “View Bills,” or “Close” (this takes you back to Home Page) (Figure 6)

To Account: Oxford Bank Personal Loans

Pay This Amount: \$39.54 **REVIEW PAYMENT OPTIONS**

Payment Type: Bank Account

Account Type: Checking

Name On Account: SNOOP DOGG

Is Business Account:

Routing Number: 072404333

Account Number: 00000000000000138

Address: 187 DOGG POUND DR.

Suite/Apt #: []

City, State, Zip: LONG BEACH CA 90815-0000

Country: US

Email Address: fc@oxfordbank.com

Confirm Email Address: fc@oxfordbank.com

Register and Save Payment Information

Please note: Any payments made after 9pm Eastern will be processed the next business day. Payments made Saturday or Sunday will be applied the next business day.

CANCEL **CONTINUE**

Figure 4

Authorization Agreement:

I, SNOOP DOGG, authorize Oxford Bank to electronically debit my account for the amount indicated above. I agree to have sufficient funds in my account for the transaction above, and understand that my financial institution may assess fees if there are insufficient funds in my account. I acknowledge that it will not be the responsibility of Oxford Bank to pay any transaction fees that may be assessed by my financial institution.

In the case of a returned transaction, I authorize the resubmission of the entry and, as applicable, an additional debit of the above account up to the state maximum return fee amount.

My entry of the information above and the acceptance of this agreement shall be my signature to execute this transaction.

The acceptance of this agreement may be revoked, prior to the processing of this transaction, by contacting us at 248-628-2533.

CANCEL **AGREE AND SUBMIT**

Figure 5

The acceptance of this agreement may be revoked, prior to the processing of this transaction, by contacting us at 248-628-2533.

This is an added text to agreement - QuickPay

CLOSE **SAVE RECEIPT** **PRINT RECEIPT** **VIEW BILLS**

Figure 6