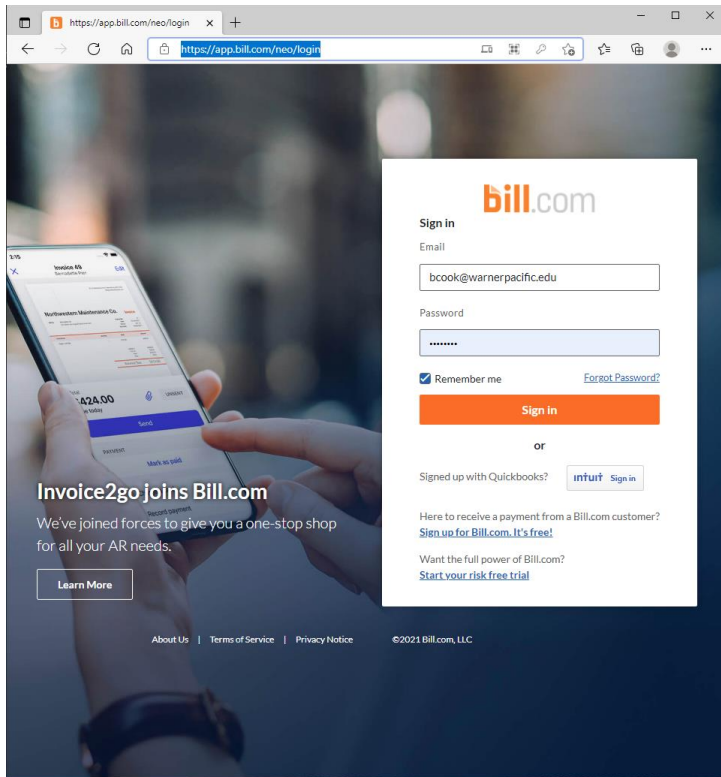
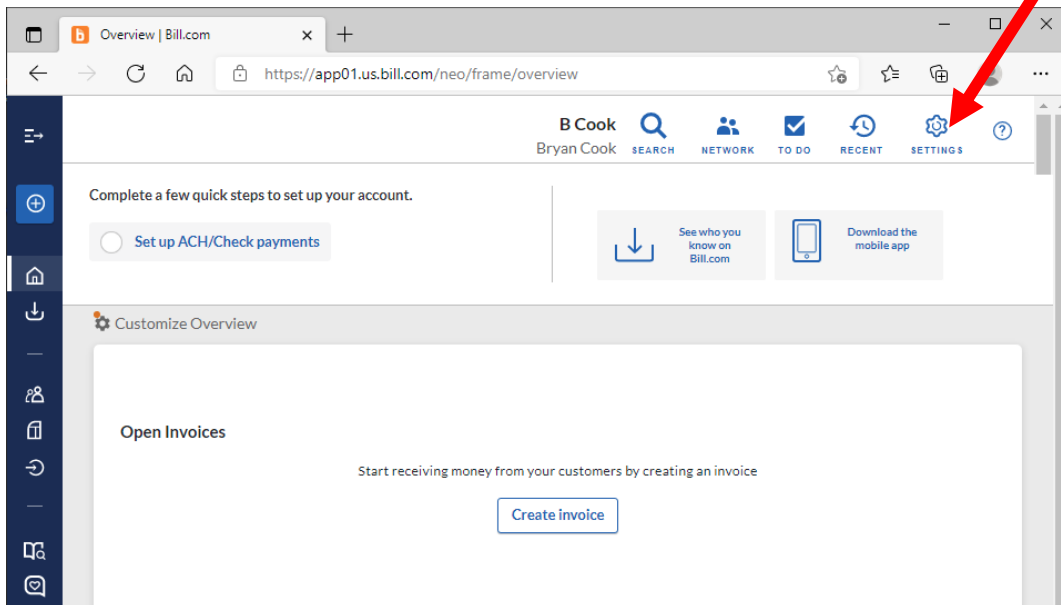


Login to bill.com <https://app.bill.com/neo/login>

Your account will be under your WPU email address.



Once logged in you should see a home page showing Open Invoices and Payments In. Click on the Settings Icon in the upper right hand corner (looks like a gear).



Under "Your Company"

Click on Profile to change your address

Click on Bank Accounts to add/change your bank account information for direct deposit

Click on Set Up New Bank to setup a new account

