ONPointe Treasury



PAYMENTS & TRANSFERS>BILL PAY

Bill Pay User Administration

User administration is performed within ONPointe Treasury by permitted users.

 Navigate to Administration > Administratior 	Administration My Settings Administration Operations Audit Service
2) Locate the desired user and click Actions >	Payments.
 Check the box for BillPay from the left-hand click on the word "BillPay". 	d tabs then ACH Payments BillPay Payee Maintenance
 Check Allow BillPay Service Access to ena access for this user. This will display Bill Pa option in the Payments & Transfers menu f 	ble Bill Pay ay as an or the user.
 5) Choose a user type: Admin User Access (Level 2): U Bill Pay service and approve payn requested by Level 3 users. User Access (Level 3): User can service but all payments created b must be approved by a Level 2 user 	 Admin User Access (Level 2) User is able to access Bill Pay, add/edit profiles, and entitle user access to Bill Pay. User Access (Level 3) User Access Bill Pay but has no administrative privileges. User is able to access Bill Pay but has no administrative privileges.
 Click Select Accounts and choose one or n this user can use for Bill Pay payments. 	Account Permissions Accounts Select Accounts * *0541 - Checking (eBusiness DDA2) * *0552 - Checking (eBusiness DDA1)
7) Click Save.	Save

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 Confirm the user is entitled to the Service "Secure Browser Destinations" by clicking Actions > Services. 	Edit Password Services Payments
9) Check the box next to Secure Browser Destinations and click Save.	Secure Browser Destinations
10) Click the suitcase icon next to Secure Browser Destinations.	× Jecure Browser Destinations
11) Check the box for Bill Pay then click Save.	Bill Pay

Questions

For Business Bill Pay support, we have a dedicated support line that can assist with Business Bill Pay questions:

Hours: 7am – 1am ET / 6am – Midnight CT 7 Days a Week Phone: 844-699-1613

For all other questions regarding ONPointe Treasury, please contact Old National Bank Treasury Management Support.

Hours: 8am – 6pm ET/7am – 5pm CT Monday-Friday Phone: 800-844-1720 Email: tmsupport@oldnational.com

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