Steps to register a credit card with your TU account

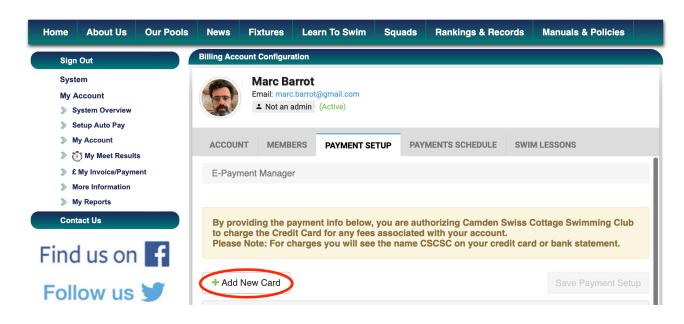
1: Login to your account at https://uk.teamunify.com/Home.jsp?team=reccscl



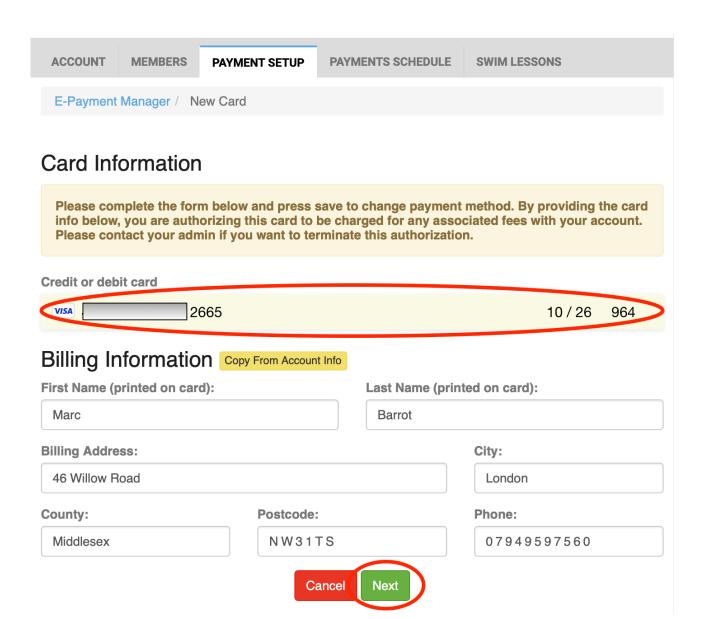
2: Once logged to your account, click 'Setup Auto Pay' in the left menu



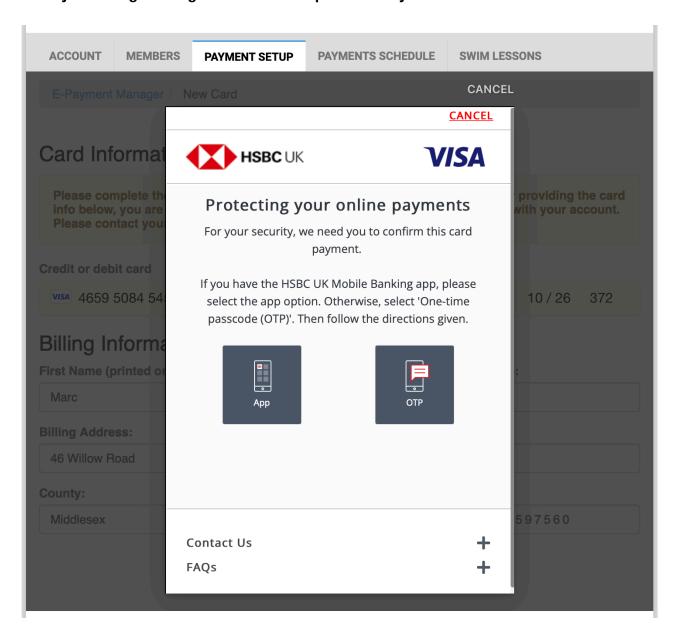
3: Click the 'Add New Card' button



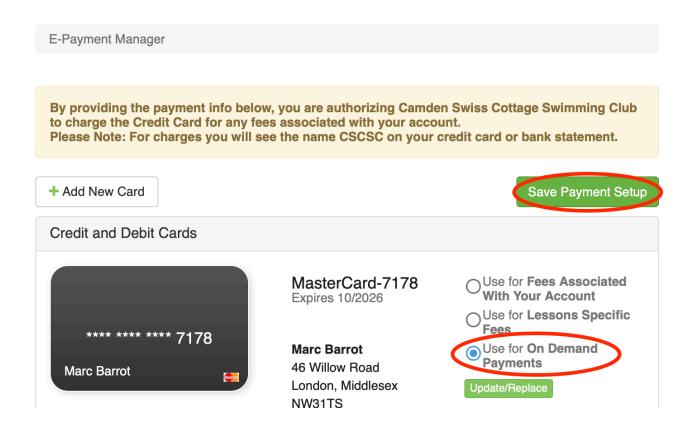
4: Enter your card's number, expiration date, verification code, then the name and address associated with the card. When completed, click 'Next'.



5: You may have to go through a validation sequence with your card issuer.



6: When validation is complete, please select the 'Use for On Demand Payments' option, then click the 'Save Payment Setup' button



That's it, your card is registered to your account.