

Welcome to E-Bill.

Fast, easy and completely secure online payments.

PACIFIC BEVERAGE

Navigating to E-Bill

Direct link to E-Bill. Create a bookmark in your browser to go directly to E-Bill. Link is also available on our Retailer Portal announcement section.

ww2.e-billexpress.com/ebpp/PBC/Login/Index

Enroll

Once you navigate to the E-Bill website:

- 1 Click on **Enroll**.

PACIFIC BEVERAGE COMPANY [Site Map](#)

LOGIN Welcome to E-Bill Express from Pacific Beverage Company!

Login ID

Password

[Forgot your Login ID?](#) [Password Help?](#)

Don't have a Login ID?
Enroll today to set up your secure user name and password, view and pay bills, and see your account status and payment history.

1

- 2 Enter in your **Customer Number** and **Billing Zip Code**, then click **Validate**.

Account Setup

To verify your identity, we need your Customer Number and Billing Zip Code

2 Customer Number

Billing Zip Code

- 3 Follow the instructions to complete E-Bill enrollment. Once you have enrolled, you are now ready to proceed with making payments.

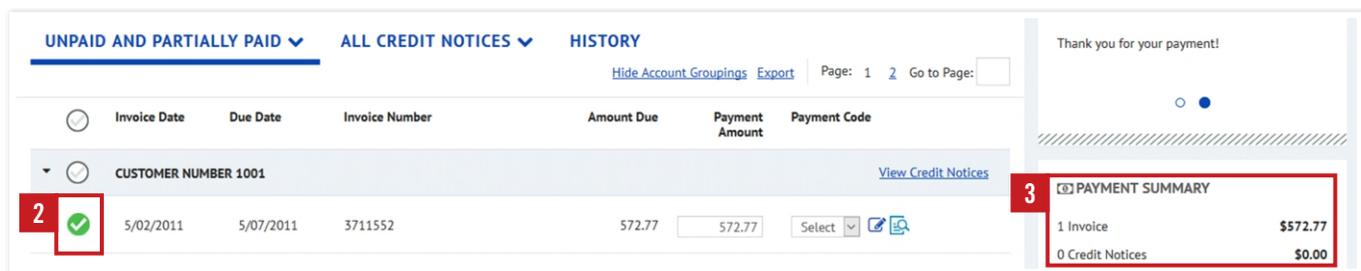
Overview of E-Bill

From the home screen:

- 1 Click on **View All Items** to select the invoices and credit memos.



- 2 Check mark the invoices to be paid located on the left hand-side of the page.
- 3 Total of the invoices paid will appear on the right side of the screen under **Payment Summary**.



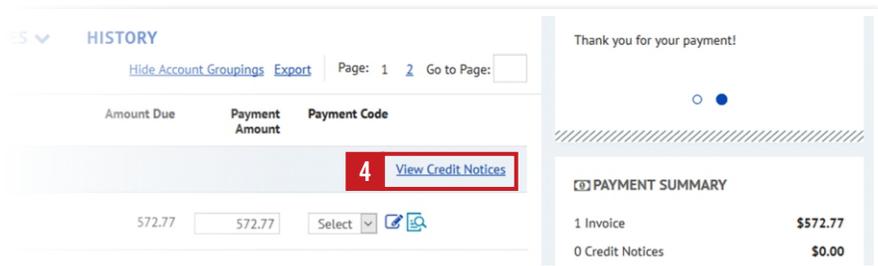
A screenshot of the 'UNPAID AND PARTIALLY PAID' section. It shows a table of invoices with columns for Invoice Date, Due Date, Invoice Number, Amount Due, Payment Amount, and Payment Code. A red '2' in a box highlights a checkmark in the first column of the first row. To the right, a 'PAYMENT SUMMARY' box shows '1 Invoice \$572.77' and '0 Credit Notices \$0.00'. A red '3' in a box highlights the summary box.

Invoice Date	Due Date	Invoice Number	Amount Due	Payment Amount	Payment Code
5/02/2011	5/07/2011	3711552	572.77	572.77	Select

PAYMENT SUMMARY
1 Invoice \$572.77
0 Credit Notices \$0.00

Credit Memos

- 4 To apply **Credit Memos**, click on **View Credit Notices**.

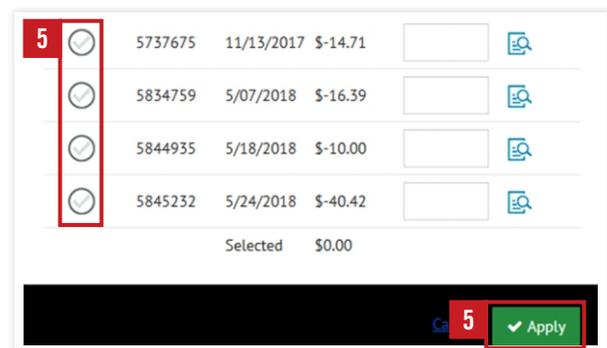


A screenshot of the 'HISTORY' section. It shows a table with columns for Amount Due, Payment Amount, and Payment Code. A red '4' in a box highlights the 'View Credit Notices' button.

Amount Due	Payment Amount	Payment Code
572.77	572.77	Select

PAYMENT SUMMARY
1 Invoice \$572.77
0 Credit Notices \$0.00

- 5 Check mark individual credit memos and click **Apply**.



A screenshot of a list of credit memos. Each row has a checkmark in the first column, which is highlighted with a red '5' in a box. The list includes columns for Invoice Number, Date, and Amount. At the bottom, a red '5' in a box highlights an 'Apply' button.

5737675	11/13/2017	\$-14.71	
5834759	5/07/2018	\$-16.39	
5844935	5/18/2018	\$-10.00	
5845232	5/24/2018	\$-40.42	
Selected			\$0.00

Apply

Making a Payment

Once you have selected the invoices and credit memos, the total will appear under the **Payment Summary**:

- 1 Click on **Add a Payment Method**. Then follow the instructions on the screen.

PAYMENT SUMMARY

1 Invoice	\$572.77
0 Credit Notices	\$0.00
Total Payment	\$572.77

[Remove All](#)

Payment Method **1** [Add A Payment Method](#)

Add A Payment Method

Bank Accounts
Link to Bank Accounts

ADD BANK ACCOUNT

Account Type:

Account #:

Banking Type:

Re-enter Account #:

Name on the Account:

Routing Number:

Pay to the Order of:

Routing Number: Account Number:

By selecting "Agree and Add Account", you authorize the information you've provided on the above account to be used for creation of a charge to the account listed above. You also affirm that the information you provided is correct, that you are a signer on the account above and there are available funds to cover the amount of any transactions that you authorize.

Agree and Add Account

Make sure to use your bank account number, not your ATM or Debit card number.

[Cancel](#) [Add](#)

- 2 Once you have added your checking account information, click on **Continue to Payment** and follow the instructions to complete the payment.

Thank you for being a valued customer

If you have questions about getting started call us at **805-679-7874** or **805-679-7897**.