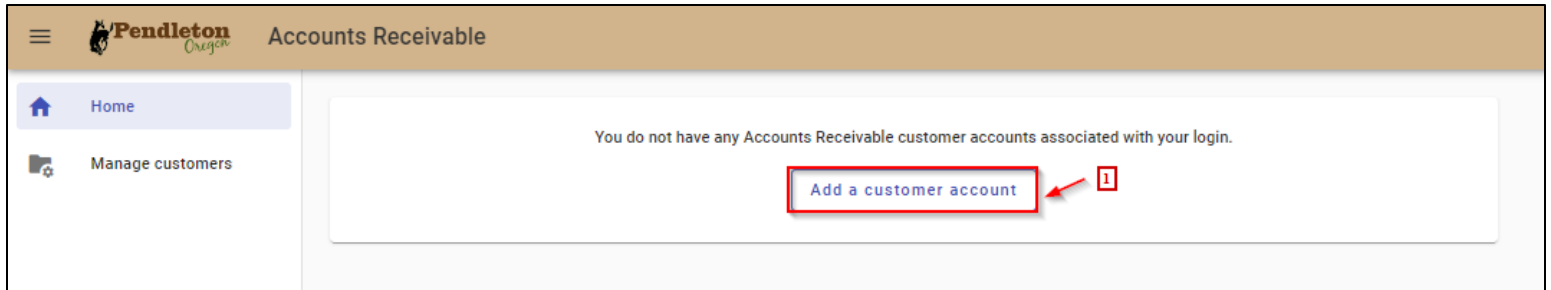
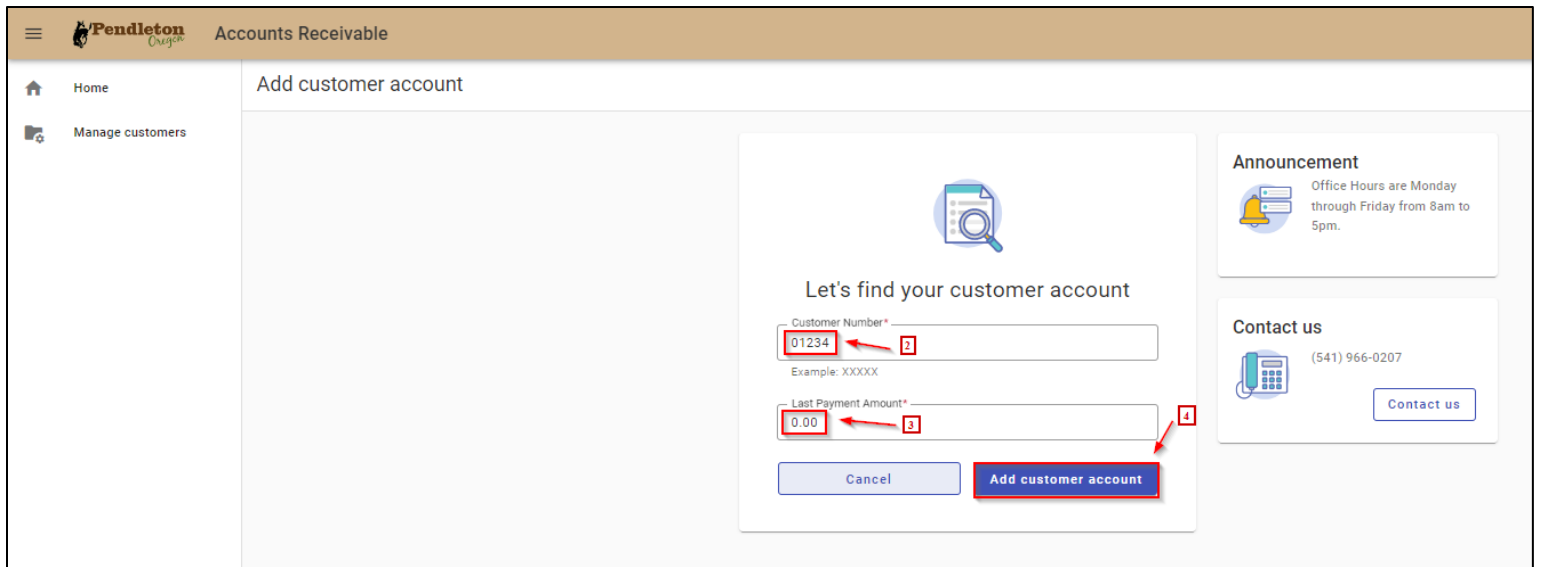


Linking Account to Profile

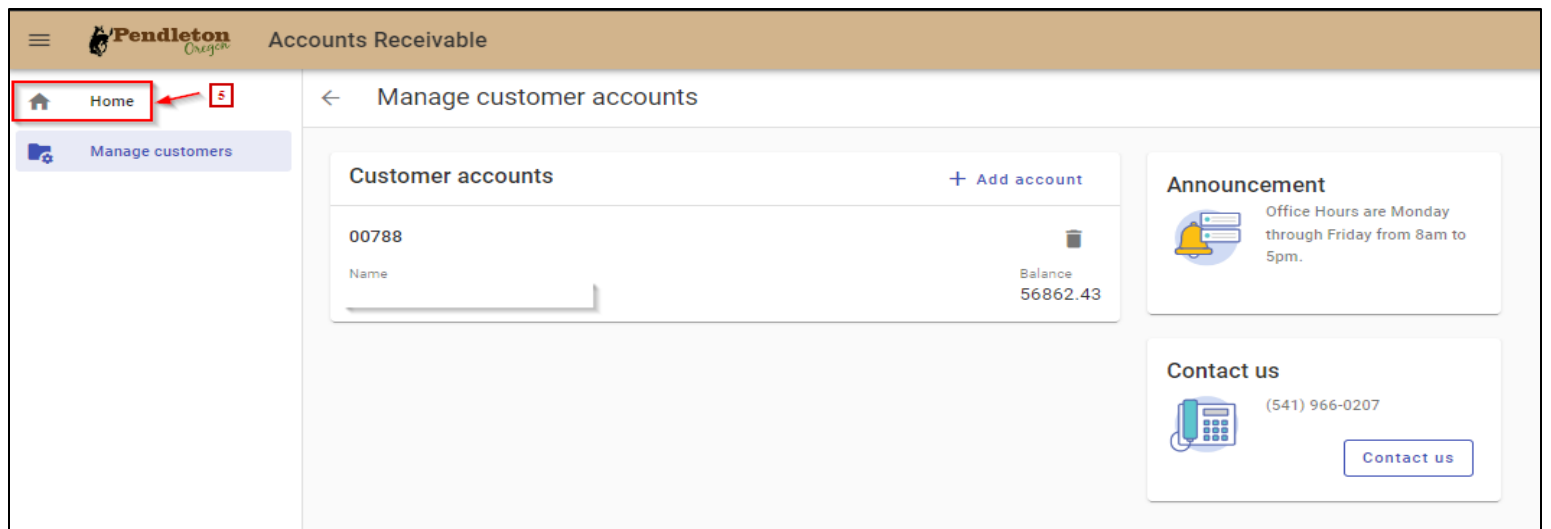
1. Click "Add a customer account"



2. Enter in 5-digit Account Number: This can be found directly on the invoice
3. Enter in the last payment amount: If this is a new account, enter \$0.00
4. Click "Add customer account"



5. Once you've finished linking your profile and account, click "home"



Linking Account to Profile

6. You will be taken back to your profile dashboard, where you can then choose to make a payment.

The screenshot displays the Pendleton Accounts Receivable dashboard. The header includes the Pendleton logo and the text 'Accounts Receivable'. A left sidebar contains navigation options: 'Home' and 'Manage customers'. The main content area features a 'Welcome back' message, a blurred background image with the text 'CHRISMAN DEVELOPMENT', and a 'Your current balance is' section with a 'Pay now' button. Below this is a 'Customer accounts' table with a '+ Add account' link. The table has columns for 'Name', 'Account Balance', 'Pending Payments', and 'Current balance'. A 'Pay' button is highlighted with a red box in the 'Current balance' column of the first row. To the right, there are two informational boxes: 'Announcement' with a bell icon and text about office hours, and 'Contact us' with a phone icon and a 'Contact us' button.

Pendleton Oregon Accounts Receivable

Home
Manage customers

Welcome back
CHRISMAN DEVELOPMENT

Your current balance is **\$1,234.56**
Pay now

Customer accounts [+ Add account](#)

Name	Account Balance	Pending Payments	Current balance
00788			Pay

Announcement
Office Hours are Monday through Friday from 8am to 5pm.

Contact us
(541) 966-0207
Contact us