Billing Policy, how to update your information and make a payment on your account %

This article applies to:

Max Classic

Our Billing Policy can be found here.

View your transactions, print statements, update your credit card, billing address, or make a payment on your account.

You can contact our Accounts Receivable department by calling 1-866-800-0004 opt. 3 between 8am and 5pm MST, Monday - Friday.

To view your current subscription details, click the View subscription details button

Your current plan usage:
View and manage your current subscription details
View and update subscription
Koon Markoting Number

Update your billing address and contact info

Just click either the Update account details or Update billing address buttons to make any changes

	Your account details	s and billing address:
View your account details and billing address		
	Update account details	Update billing address

Update your credit card or add a new one

If your credit card has been declined, you can update your primary card on file, or add a new card and set it to be your primary or backup. When you add a new card, Keap will retry your most recent failed payment. Keap will also automatically attempt to retry failed charge attempts on the following schedule after the initial declined due date: 2, 4, 8, 15, 31.

1. Click Payment method details

Your payment method:
View your account payment details and billing history
Payment method details View billing history
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2. Either click on an existing card to make changes, or click **Add new** to add a new card on your account. Click **My Account**

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	Backups come handy when your primary payment fails. Set a backup.	
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er text mess s (per billing	VISA ending 1111	
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3. If you are adding a new card and want it to be the primary, choose that option after setting up the card.

es used	West Monroe /1291 United States LA	
	Set this payment method as	
re that if you mak	Primary This will be charged for all your automatic payments.	
reload this page. I apply.	This will replace your current primary payment method	
	Backup This will be the backup when your primary	

4. Click Update

