Directions for Biz Bill Pay Dual Sign On

After successfully completing the one-time business validation process:

1) Login to online banking:

![Login to online banking](image1)

2) Select Bills & Payments from the top banner

![Select Bills & Payments](image2)
Directions for Biz Bill Pay Dual Sign On

3) Select CLICK HERE to access Business Bill Pay.

4) It will take you to the Dual sign-on page.
Directions for Biz Bill Pay Dual Sign On

5) Enter your user ID and temporary passcode (User ID+Business Zip Code).

Example: If your login ID is FRBbillpay123, and the business zip code is 29501:

Your temporary passcode would be: FRBbillpay12329501

The passcode is limited to 20 characters. If your passcode is longer than 20 characters, enter the first 15 characters of your passcode and the business 5-digit zip code.

Example: If your passcode FRBonlinebillpay123, and the business zip code is 29501:

Your temporary passcode would be: FRBonlinebillpa20501