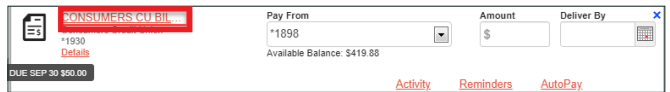# consumers
credit union

Bill Pay: How to delete a payee

Have a person or company you no longer need to pay? Follow these steps to learn how to delete a payee.
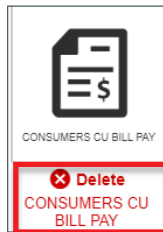
1.

Log in to Online Banking and click **Pay My Bills.**

2.

Click on the name of the person or company you wish to remove.

3.

Click **Delete** on the details page.

4.

Click **Delete.**

Note: Once you delete the payee, you will no longer have access to their details page.

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