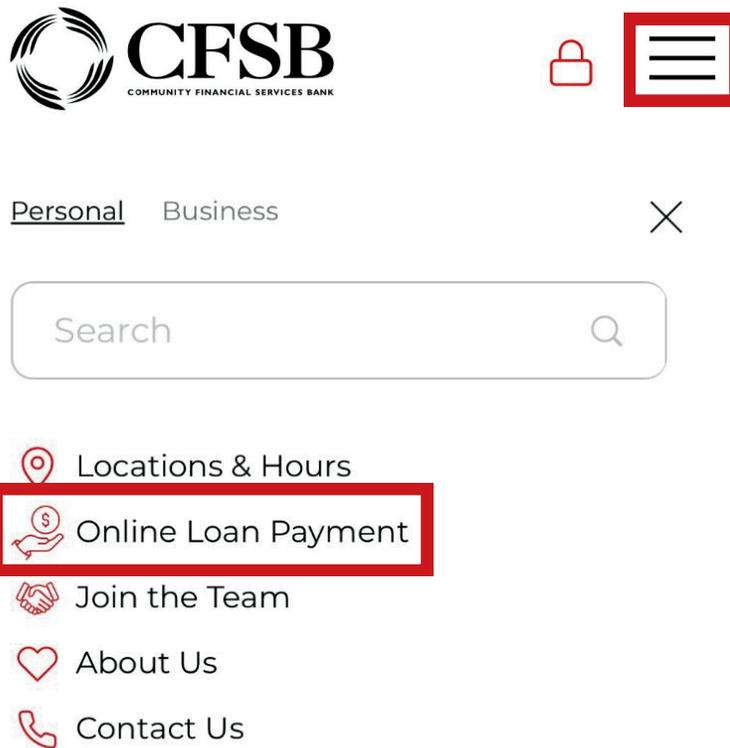
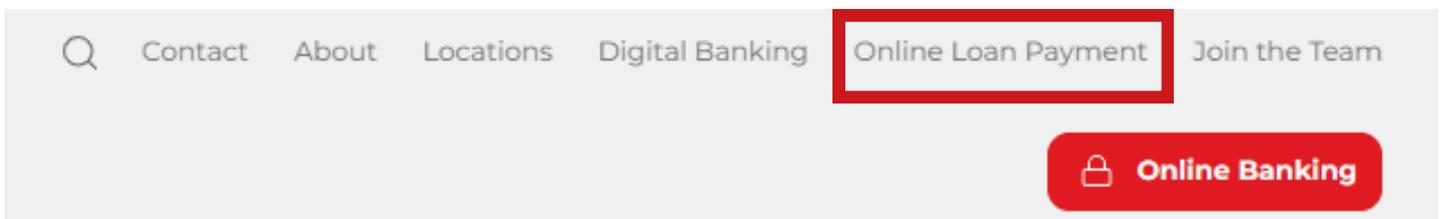


HOW TO USE THE CFSB CLIENT PAYMENT PORTAL (CPP)

1. **Go to our website: yourlifeyourbank.com**
 - **On mobile site? Click “menu” at the top right, then click “Online Loan Payment”**



- **On desktop site? Click “Online Loan Payment”**



2. Click “Make a Payment”

ONLINE LOAN PAYMENT

Multiple ways to pay online

To make a payment with our loan payment portal, please click 'Make a Payment' below!

Make a Payment

- To make a **ONE-time** loan payment only, without creating an account, click **“PAY NOW”**

Welcome to CFSB's Online Payment Portal

Please sign in to make a payment, view payment history, or manage payment accounts. By clicking on the PAY NOW button below, you can also make a quick payment without signing in.

- To protect your account from unauthorized access, your session will be closed after a period of inactivity. If your session ends, please login again.
- If you have questions, please contact our team at 888-226-5669.
- When entering your loan number, exclude all leading zeros. (Example: if your loan number is 0001234, please enter 1234.)

To view instructions on how to set up a login, create a payment, or make a payment recurring, [click here](#).

Any payments made after 1:00 p.m. CST will be processed the next business day. Payments made on weekends or holidays will be processed on the next business day.

PAY NOW

Returning Users *

Enter User Name

Enter Password

[Forgot username or password?](#)

LOGIN

[Create Account](#)

- To **setup a recurring payment**, click **“Create Account”** underneath the **“LOGIN”** button of the **“Returning Users”** section.

Returning Users *

Enter User Name

Enter Password

[Forgot username or password?](#)

LOGIN ▶

[Create Account](#)

3. **Enter your email address.** This will serve as a **“Username”**. You will also be prompted to fill out your **address, a secret question and answer** that only YOU know.

4. Click **“Register”**. After this, an email will be sent to you for a password setup, and then you will be ready to login in your account. If you do not receive an email, please call us at 270-527-4600

5. Once logged in, it should bring you to the home page that says **“Welcome to CFSB’s Online Payment Portal”**.

- To create a **NEW** one-time or recurring payment, the click **“MAKE A PAYMENT”**
- To edit your address/phone number, click on **“EDIT PROFILE”**
- To change your routing/acct number for payment go to **“EDIT PAYMENT OPTIONS”**

Welcome,

[Not You?](#) [Logout](#) ▶

MAKE A PAYMENT

EDIT PAYMENT OPTIONS

EDIT PROFILE

6. To begin creating your **recurring payment**, you will click on **“Make a Payment”**, and you will need to click the banner that says, **“Click here if you would like to make this a recurring payment”**. By default, reoccurring payments are set to 1 year (12 payments). To continue for **longer than 1 year**, you will **click the box next to “Infinite Payment.”** You can also **check the box next to “Include a single payment now”** if you want to **make a payment today**, as well as set up the recurring payment cycle.



Pay This Amount *

To Location * Remember this selection

Pay From Account *

Loan Account Number *

Name on Loan Account *

Description

Payment Date

[Click here](#) if you would like to make this a recurring payment

Frequency *

Payment Day

Start Date

Of Payments *

Next Payment Date

Infinite Payment

Include a Single Payment Now

Any payments made after 1:00 PM CST will be processed the next business day. Payments made on weekends or holidays will be processed on the next business day.

7. Finally, if you do decide to stick with a recurring payment for the duration of your loan, you must remember to log back in and cancel it under “Scheduled Transactions” once the loan is paid off. Otherwise, your bank acct will still be debited for the automatic payment.

Please

Scheduled Transactions

Edit	Next Payment Date	Amount	Location	# of Payments
<input checked="" type="checkbox"/>	Disabled	\$1.00	Make a Loan Payment	0 of 0

Amount * To Location Select Account *

Frequency * Payment Day * Start Date

Of Payments * # Payments Made

Infinite Payment Delete Payment

Please remember that if you run into any issues with completing the steps above, you can call the CFSB Client Service Center at 270-527-4600 for assistance.