

**Q. Where can I pay my bill?**

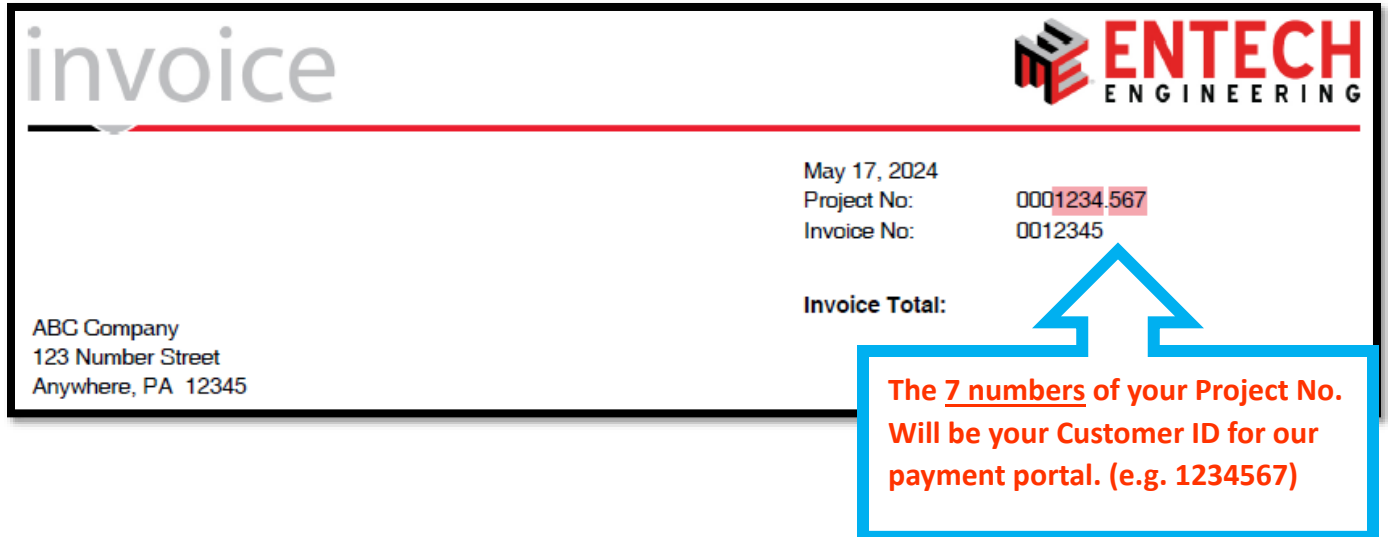
A. [www.entecheng.com/billpay](http://www.entecheng.com/billpay)

**Q. Do I need a Bill Pay account to make a payment?**

A. No. You can make your First Time Payment using only your Customer ID.

**Q. What is my Customer ID?**

A. Your customer ID will be the first 7 alpha characters of the Project No found on the top right corner of your invoice. You can disregard the 3 leading zeroes.



The image shows an invoice template for ENTECH ENGINEERING. The word "invoice" is in the top left. The ENTECH ENGINEERING logo is in the top right. The date is May 17, 2024. The Project No is 0001234.567 and the Invoice No is 0012345. The Project No is highlighted with a red box. A blue callout box with an arrow points to the Project No, containing the text: "The 7 numbers of your Project No. Will be your Customer ID for our payment portal. (e.g. 1234567)". The ABC Company address is listed in the bottom left.

invoice

May 17, 2024  
Project No: 0001234.567  
Invoice No: 0012345

ABC Company  
123 Number Street  
Anywhere, PA 12345

Invoice Total:

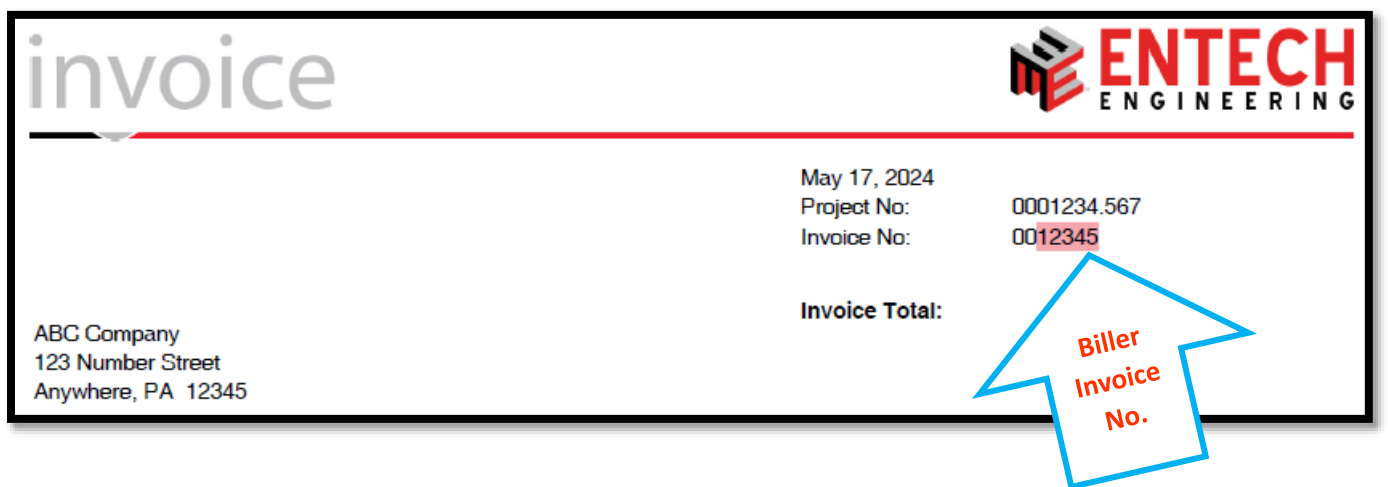
The 7 numbers of your Project No.  
Will be your Customer ID for our  
payment portal. (e.g. 1234567)

**Q. Can I make a payment for multiple invoices?**

A. Yes, you will have to enter the total of all invoices in the payment amount.

**Q. What do I enter for my Biller Invoice Number?**

A. The Invoice number is found on the top right of your invoice. If you are paying multiple invoices please use a comma ( , ) to separate the invoice numbers.



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invoice

May 17, 2024  
Project No: 0001234.567  
Invoice No: 0012345

ABC Company  
123 Number Street  
Anywhere, PA 12345

Invoice Total:

Biller Invoice No.

**Q. Can I use a credit card to pay a premium?**

A. Yes, if you wish to use a credit card, you cannot do it online at the moment. Please contact [accounting@entecheng.com](mailto:accounting@entecheng.com) to process the credit card. Please note there will be a 3% surcharge to cover the cost of credit card acceptance fees.

**Q. Should I create a Login ID?**

A. Yes! Select the Enroll link on the Payment Confirmation page and follow the prompts. Your business and payment information will be securely stored for use again later. You will be able to pay invoices, see your account status and review payment history all in one place.

## Confirmation

**Thank You!** Your payment has been made.

[Print Confirmation Page](#)

<b>Payment Date</b>	5/24/2024
<b>Payment Method</b>	████████████████████ *****3456
<b>Total Payment</b>	\$1.00

Payments confirmed before Friday, May 24, 2024 6:00 PM EST will be posted on Tuesday, May 28, 2024.  
Payments confirmed after Friday, May 24, 2024 6:00 PM EST will be posted on Wednesday, May 29, 2024.

If you have any further questions about payments to Entech Engineering Inc., please contact our office at 800-825-1372 Accounting.

Project Number	Confirmation #	Payment Amount
1234567	3100067442	\$1.00

[Enroll With Your Current Information](#)   [Return to Home](#)   [Log Out](#)

**Q. What if I forgot my password?**

A. Enrolled users should utilize the Password Help option from the landing page. The system will prompt you for your login ID and email address. An email with a link to reset the password will be sent. The link will expire in 24 hours.

**Q. What if I am “locked out” or “disabled” and cannot login?**

A. If you enter the incorrect password for your customer ID consecutive times, your account will be locked after the 3rd failed attempt. This is to keep your account safe. If you encounter this error message, contact [accounting@entecheng.com](mailto:accounting@entecheng.com) for assistance.