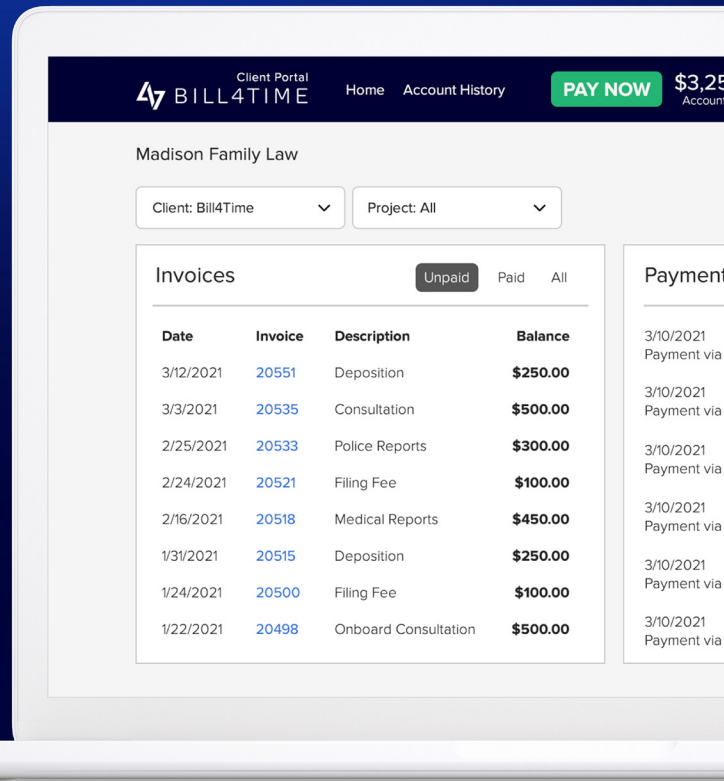# BILL4TIME | Payments

Your law firm is now using Bill4Time Payments - a new solution that makes it super simple for you to make online payments from any device, at any time.

Bill4Time Payments is designed for law firms and is built on a foundation of security. All personal information and sensitive data is always encrypted and protected. In addition, it is 100% compliant with state bar and ABA guidelines for accepting online payments.

We know you may have some questions about using this new service, so we've put together a quick guide to help you make your first payments. If you've ever ordered anything from online retailers, or even paid a utility bill online, these steps should seem familiar.

-The Bill4Time Team

Pay with credit card - Pay by credit card by simply entering the name as it's displayed on your card, credit card number, CVV code, and your zip code. If you are using your firm's client portal, you can even check a box before submitting the payment to save this card for your next payment.

Pay with eCheck via sign in - Pay directly from your bank account in just a few clicks. Log directly into your online bank safely and securely. All information is encrypted and even supports any multi-factor authentication you may have set up with your bank. Can't find your bank in the list? In this rare instance, we recommend using the eCheck via Account & Routing number payment method instead.

Pay with eCheck via Account and Routing number - You can find your account and routing numbers on standard checks or your bank statement. Simply enter these numbers onto the payments screen to make your payment. All this information is completely encrypted and only the last 4 digits of your account number will be visible to your firm.

Sit Back and Relax - You will receive status update emails at every step of the way, providing you 100% transparency into where your funds are at any given moment. You can review your payment history on your client portal homepage any time!