

**Main Menu:**

- To make a payment, press 1.
- To check your account status, press 2.
- To create or update your PIN number, press 3.
- To edit your stored card, press 4.
- To repeat this menu, press 9.

Make Payment:

- Please enter your account number followed by the # sign. If correct, press 1. If not, press 2.
- To pay total amount due, press 1.
- To enter specific payment amount, press 2.
- To continue without making a payment, press 3.
- To hear this information again, press 9.

Once you enter amount to pay:

- Add another account to payment total, press 1.
- To process your payments, press 2.

Select Payment Method:

- If stored card: to pay using the credit card ending in ****, press 1; otherwise press 2.
- To delete this payment method, press 1; otherwise press 2.
- Pay by Visa, Mastercard, American Express, Discover, press 1.
- Pay by check, press 2.
- If you would like to add another account to payment total, press 3.
- To exit menu without making payment, press 4.
- To repeat options, press 9.

Pay By Credit or Debit Card:

- Please enter your credit card account number followed by the # sign. You entered ****; if this is correct, press 1. If not, press 2.
 - If correct, please enter your credit card expiration date. Use the first 2 digits for the month and the last 2 digits for the year.
- You entered ****; If this is correct, press 1. If not, press 2.
- I show your zip code as ****; If this is correct, press 1. If not, press 2.
- The total amount you have elected to pay is ****. If this is correct, press 1.
- To review your payments, press 2.
- To repeat these options, press 9.

Pay by Check:

- Please enter your bank's 9-digit routing number. If this is correct, press 1. If not press 2.
- Please enter checking account number followed by the # sign. You entered ****; if correct, press 1. If not, press 2.
- If personal account, press 1; if business account, press 2.
- If checking account, press 1; if savings account, press 2.
- If you want to save payment info, press 1, if not, press 2.
- The total amount you have elected to pay is ****. If correct, press 1.
- To review your payments, press 2.
- To repeat these options, press 9.

Account Balance Menu:

- Enter your NCC account number followed by the # sign. If correct, press 1.
- To check account balance, press 3.
- To repeat this menu, press 9.

Create or Update Pin Number:

- Enter your NCC account number followed by the # sign. If correct, press 1.
- Enter your 4-digit PIN, or Tax ID number to verify identity.
- To change or update PIN number, enter new 4-digit number
- Call NCC at 568-3331 to create a PIN. Once PIN is established, you can use Secure Pay to update your PIN anytime.



NCC Secure Pay:

- Pay your monthly NCC bill using our free secured system!
- The toll free number for Secure Pay is **888-816-8068**.
- For assistance call 568-3331 or email ncc@nccray.com
- Directions to use Secure Pay can be also be found online at www.nccray.com

✓ **Quick**

✓ **Convenient**

✓ **Safe**

✓ **24 hours a day**

✓ **7 days a week**

*Set-up directions
on reverse side*



NCC has chosen to comply with security methods designed for major credit card companies – called Payment Cardholder Industry (PCI) Security Standard. It increases security and data controls, while decreasing paper trails or mishaps. Customers will need to make payments either by mail, ebill or Secure Pay to ensure we are following these security measures.

