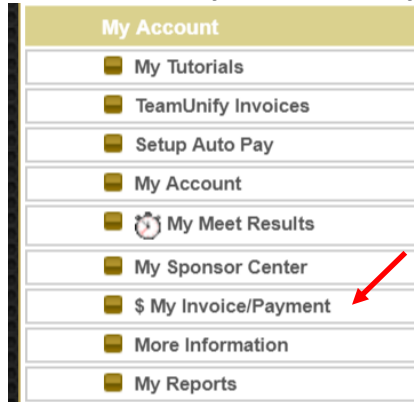
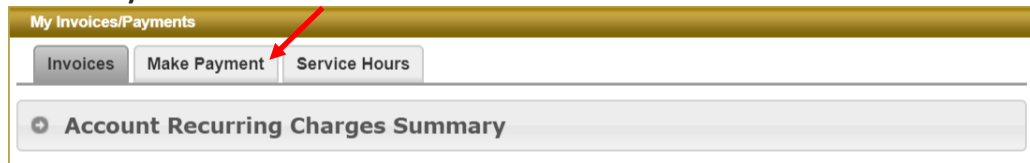


On demand payment: Make a payment anytime in any amount

- 1) **Sign In** to the IFLY website (Team Unify): <https://www.teamunify.com/Home.jsp?team=iauif>
- 2) In the side menu, click **My Account** > **\$ My Invoice/Payment**.



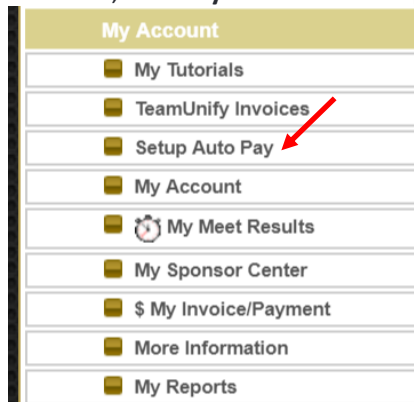
- 3) Click the **Make Payment** tab



- 4) By default, your full account balance will appear in the **Enter payment amount** field; change it if desired.
- 5) If you do not have a credit card on file, click **Add New Card**, fill in the data and click **Next**.
- 6) Enter your credit card's CVV code (3 digit code on the back).
- 7) Click **Pay Now** and **OK** to confirm.

Auto pay: You can save your card information in IFLY so it will charge your credit card on the first of the month for the balance owed

- 1) **Sign In** to the IFLY website (Team Unify): <https://www.teamunify.com/Home.jsp?team=iauif>
- 2) In the side menu, click **My Account** > **Setup Auto Pay**



- 3) Click **Add New Card**, fill in the data and click **Save/Next**.

Note: The saved credit card numbers do not show in IFLY (Team Unify) due to security purposes. Card information will show as follows:

