

# Step-By-Step Guide - How to Update Your Credit Card Information Updating Your Payment Info on the MACPASS App

#### Step 1

Using the MACPASS App, log into your MyMACPASS account and find the Payment section.



### Step 2

To add a new credit card for Auto-Replenishment, select "Add/Remove Payment Info" and from there, click the "Add New" button. On the next page, add your credit card details and click "Submit".



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Back A	uto Rebill Payment In	Edit	Done	mymacpass.com	AA Ĉ
Saved Ca	ırd		Add new	card	
		_	Name		
	ADD	NEW	Laura	a Doe	

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### Step 3

To select a default payment card, select the "Set Primary" button. This only pertains to customers with more than one credit card added to their account.







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#### Step 4

To update your Auto-Replenishment Amount, find "Auto Rebill Threshold" in the Payment section and click Edit, then adjust your amounts.







# Step-By-Step Guide - How to Update Your Credit Card Information Updating Your Payment Info on MyMACPASS.com

### Step 1

Log into your account and find the Payments section.

	Welcome to MyMACPASS   Username   Username   Password   Password   Password   Reep me logged in   Forgot My Username ?   Cont My Username?   Don't have a MACPASS? Register
	Have an account but haven't registered for our self-serve portal? Access MyMACPASS now Welcome to the new MyMACPASS.com! To access your existing MACPASS account, click "Access MyMACPASS now." From there, input either your Transponder or Account number and the email address linked to your current MACPASS account. To set up a new MACPASS account, click "Register."
Home My Account A MACPASS Customer Service - Tel: (902). @ 2023 Halifax Harbour Bri	About Policies FAQ 463-3100 · Email:macpass@hdbc.ns.ca 1.3.18 env: 0.0.4 dges. All Rights Reserved.

account No: 4781294						QUICK LINKS	
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006100001737438	-	-		-	Auto	⊘ Active	C Edit





## Step-By-Step Guide - How to Update Your Credit Card Information Updating Your Payment Info on MyMACPASS.com

### Step 2

To add a new credit card, select "Add Credit Card," add your card details and click "Submit".

Auto Replenishment One-tim	ne Payments		
Payment Informat	ion	Cancel	Auto Replenishment Settings
Credit Card		~	Enable Auto Replenishment
Card Info	Month / Year	Status	when your MACPASS account balance is at or below the Replenishment Threshold. The Replenishment Threshold and Replenishment Amount can be adjusted below. By selecting <b>pre-authorized debit</b> Auto-Replenishment, you agree to have your bank account debited on the day of the month you select. The Replenishment Amount can be adjusted below. The Replenishment Threshold does not apply to pre-authorized debit Auto Replenishment.
Add Credit Card			Auto Replenishment Amount
			\$ 20.00
			Auto Replenishment Threshold
			\$ 7.00

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Auto Replenishment One-1	ime Payments		
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Credit Card Card Info Name Laura Doe		×	Enable Auto Replenishment By selecting credit card Auto Replenishment, you agree to have your credit card charged when your MACPASS account balance is at or below the Replenishment Threshold. The Replenishment Threshold and Replenishment Amount can be adjusted below. By selecting pre-authorized debit Auto-Replenishment, you agree to have your bank account debited on the day of the month you select. The Replenishment Amount can be adjusted below. The Replenishment Threshold does not apply to pre-authorized debit Auto Replenishment. Auto Replenishment Amount
Card Number	016		\$ 20.00
Exp Month November	Exp Year 2025	~	Auto Replenishment Threshold           \$         7.00
CVV/CVC 123 Cancel	(	Submit	





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### Step 3

To choose a default payment card, click the green check mark in the "Status" section.

ayment Informa	ation	E	Edit	Auto	Replenishment Settings Edit
Card Info					Enable Auto Replenishment
Credit Card Number	Month / Year	Status		By sel card c Reple	lecting credit card Auto Replenishment, you agree to have your credit charged when your MACPASS account balance is at or below the nishment Threshold. The Replenishment Threshold and Replenishment
<b>VISA</b> *************3016	08/24	Default 💌		By sel bank a Amou to pre	lecting pre-authorized below. lecting pre-authorized bebit Auto-Replenishment, you agree to have your account debited on the day of the month you select. The Replenishment int can be adjusted below. The Replenishment Threshold does not apply -authorized debit Auto Replenishment.
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**************************************	08/2027			\$	30.00
Add Credit Card				Auto F	Replenishment Threshold
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### Step 4

To update your Auto-Replenishment amount, click the Edit button in "Auto Replenishment Settings" and adjust your amounts.



Add Credit Card	Auto Replenishment Threshold
	\$ 10.00

