

How to check the autopay date on a credit card

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Managely gives the dealer/employee the ability to pick the autopay date for their customers.

***Note:** end users (dealer’s customers who enable autopay through the customer portal, are defaulted on the 1st of the month for autopay, without the ability to change it, unless they call the dealer)

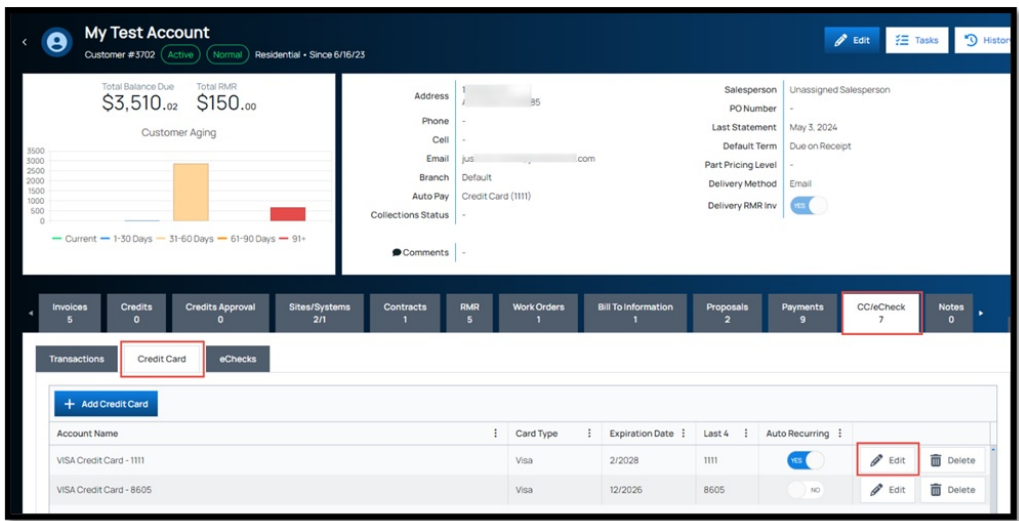
Dealer can identify the autopay date on a credit card payment method on file, by following the steps below:

Open the customer’s account.

Go to the CC/eCheck tab below.

Click the Credit Card tab.

There, click the edit button to the right-hand side of the credit card in question:



You will see the autopay date, called Auto Day:

Edit Credit Card

User Customer Address

NO

Billing Address

My

Test Account

Company Name

123 Main St.

Address 2

Ann Arbor

Michigan

48185

Email

ju

il.com

Holder Name

VISA Credit Card - 1111

Expiration Date

02/2028

Description

0/150

Auto Recurring

YES

Auto Day

15

Save

Cancel