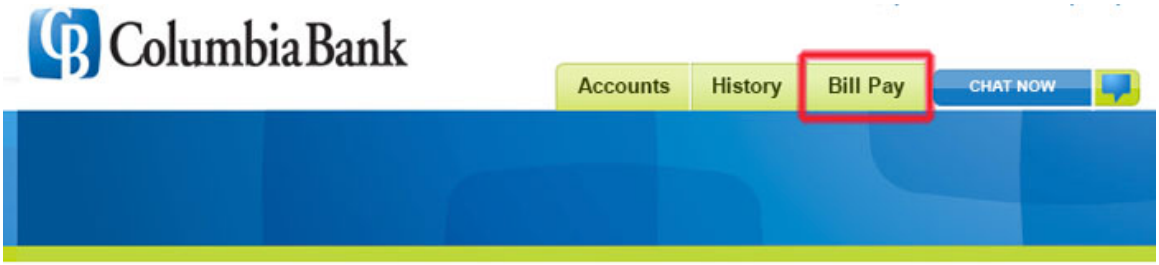
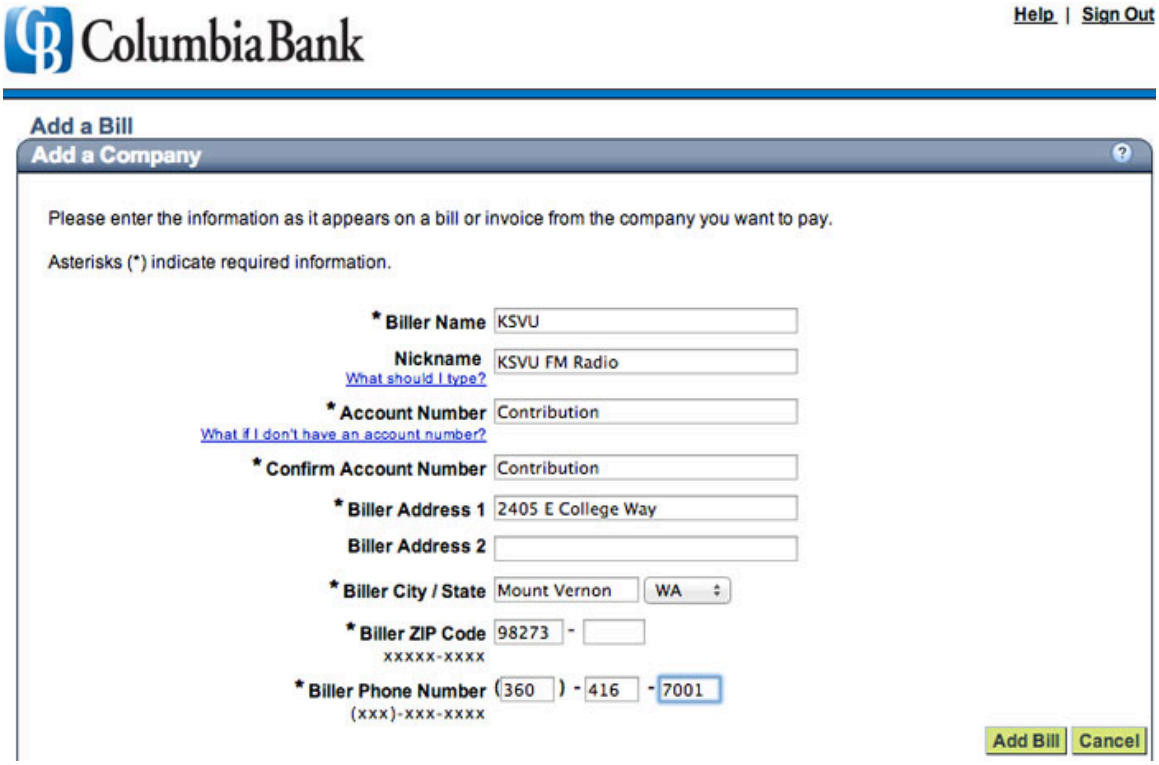
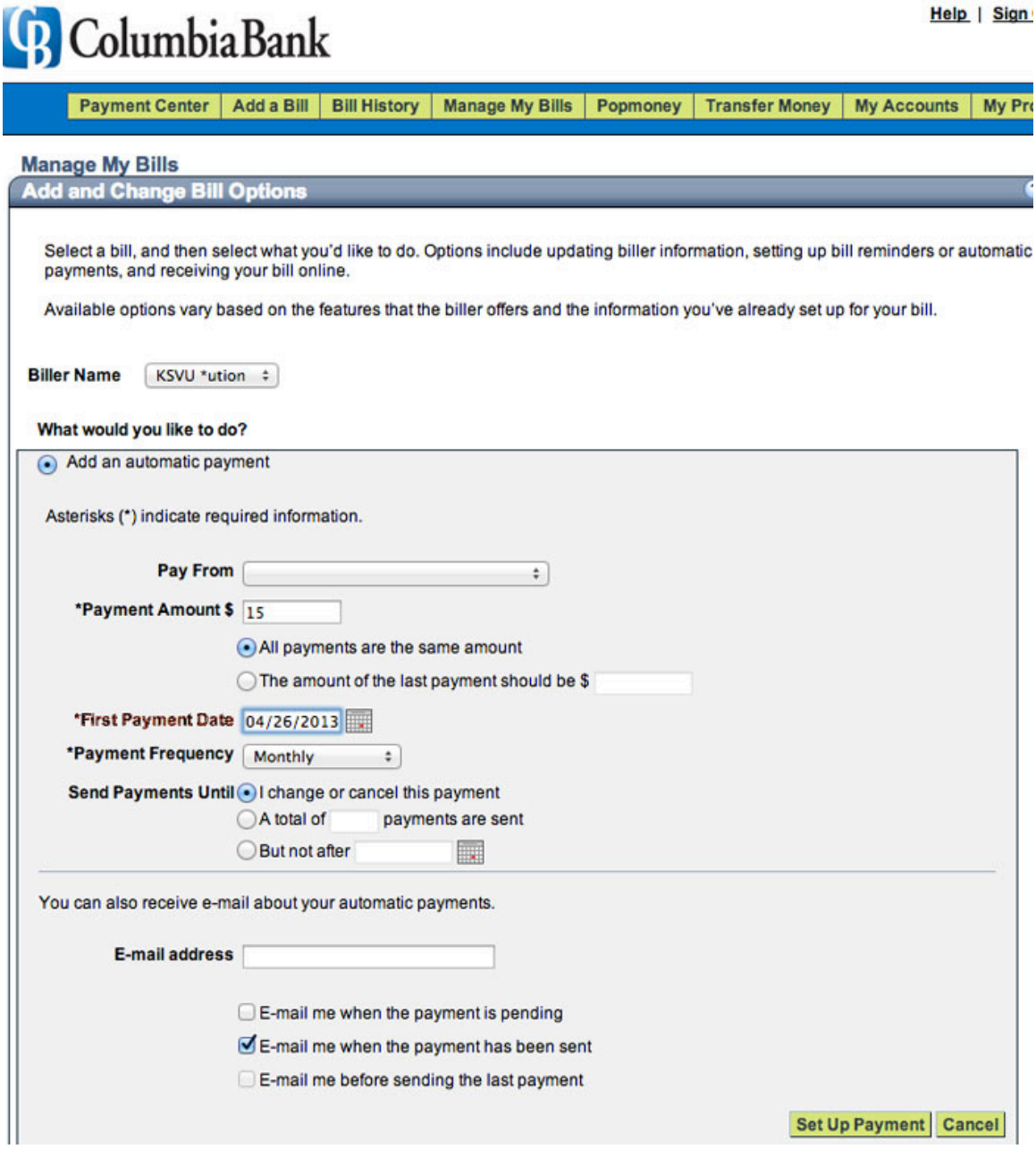
How to Set Up Automatic Payments to KSVU

If you have online banking enabled at your Columbia Bank account, you can set up automatic payments to anyone you wish, including KSVU, on a regular basis, with no further involvement by you after the initial setup, until you elect to change or discontinue the service.

To begin, log in to your secure online banking account at Columbia Bank. Once logged in, click on the Bill Pay tab.



Click on Add a Bill, select Company and click on Continue. Add a bill as shown in the following screen capture. Enter the name and address as shown, using any nickname you wish. Enter Contribution for the account number. Click on Add Bill when you are finished filling in the information.



Click on Manage My Bills and select the KSVU bill you just created. Enter the information shown here with your Pay From account, payment amount, first due date and frequency of payment. Select Send Payments Until I change or cancel this payment, to send continuing payments to KSVU. Enter your email address and select E-mail me when the payment has been sent, to alert you to update your account records. After you click on Set Up Payment, payments to KSVU will start (on your elected date), and you do not need to do anything else, as all future operations are automatic. KSVU thanks you!