

Automatic Billing Setup Instructions

Dear [Customer Name],

Thank you for choosing our services. To set up automatic billing for your account, please follow the instructions below:

Step 1: Login to Your Account

Visit our website and log in using your credentials.

Step 2: Navigate to Billing Section

Once logged in, click on the 'Billing' tab on the dashboard.

Step 3: Enable Automatic Billing

Locate the 'Automatic Billing' option and toggle it to 'On'.

Step 4: Enter Payment Information

Please fill out your payment details. Ensure that all information is accurate.

Step 5: Review and Confirm

Review your entries and click 'Confirm' to finalize the setup.

If you have any questions, feel free to contact our support team.

Best regards,
[Your Company Name]