

---

## **Sprott Money Bank Bill Payment Instructions**

### **PC Financial**

---

**To add a payee, when signed on to PC Financial Online Banking:**

1. Select “Pay Bills” from the left-hand navigation menu.
2. Select “Add/Reviews Payees”.
3. Enter “Sprott Money” into the text box, then select “Search”
4. Select the payee name from the search results.
5. Enter your account number in the “Payee Account Number” box, then select “Next”.
6. Verify the payee information, then select “Add Payee”.

You will be asked to confirm the payee you want to add by selecting “Add Payee” once more. You will receive a confirmation once your request has been submitted.

---

### **Pay the Bill**

1. Sign onto PC Financial Online Banking.
2. Enter your Card Number & Password.
3. Once signed on choose/click on “Pay Bills” (on the left column).
4. Under “Payee”, choose/click “Sprott Money”.
5. Type in the dollar amount under “Amount”.

6. At the bottom of the page on the right side, click the blue “Next” box.
7. Verify your bill payment details on the next page.
8. Then click on “Pay Bill(s)” to finalize and pay.

If you require further information, please call PC Financial Online Banking Customer Support at 1-888-723-8881. Assistance is available 24 hours a day, seven days a week.