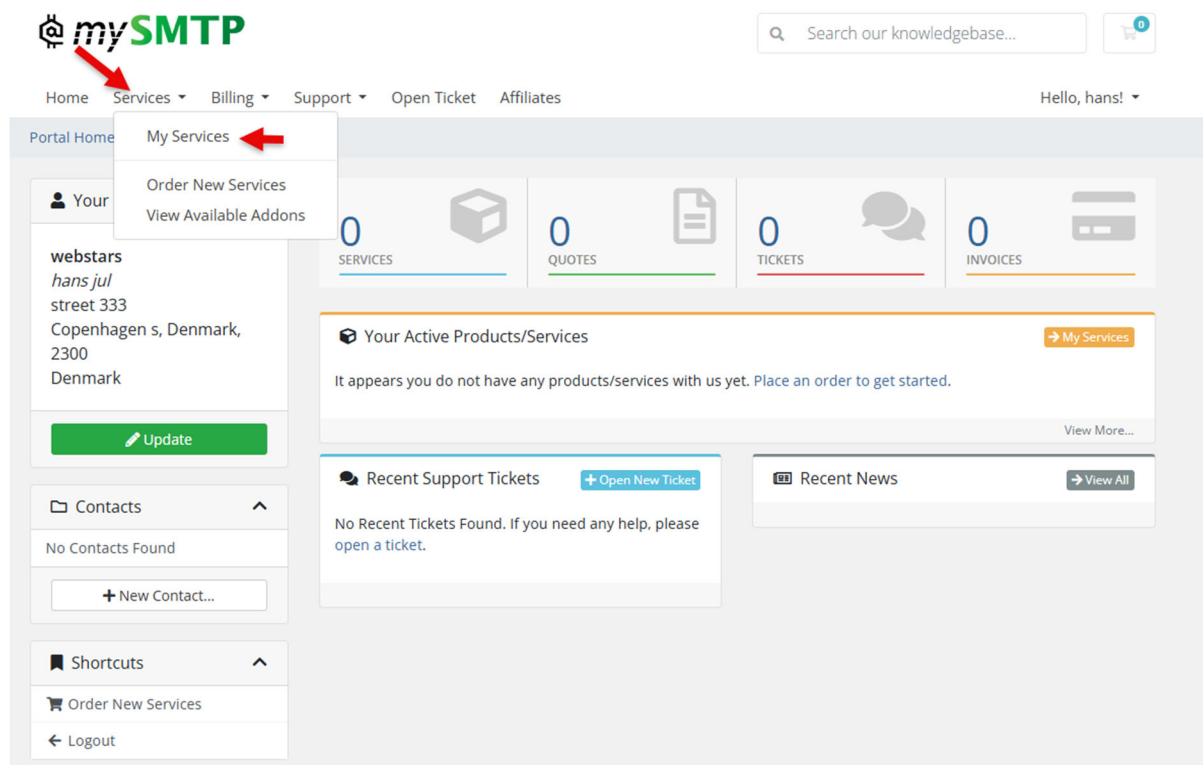


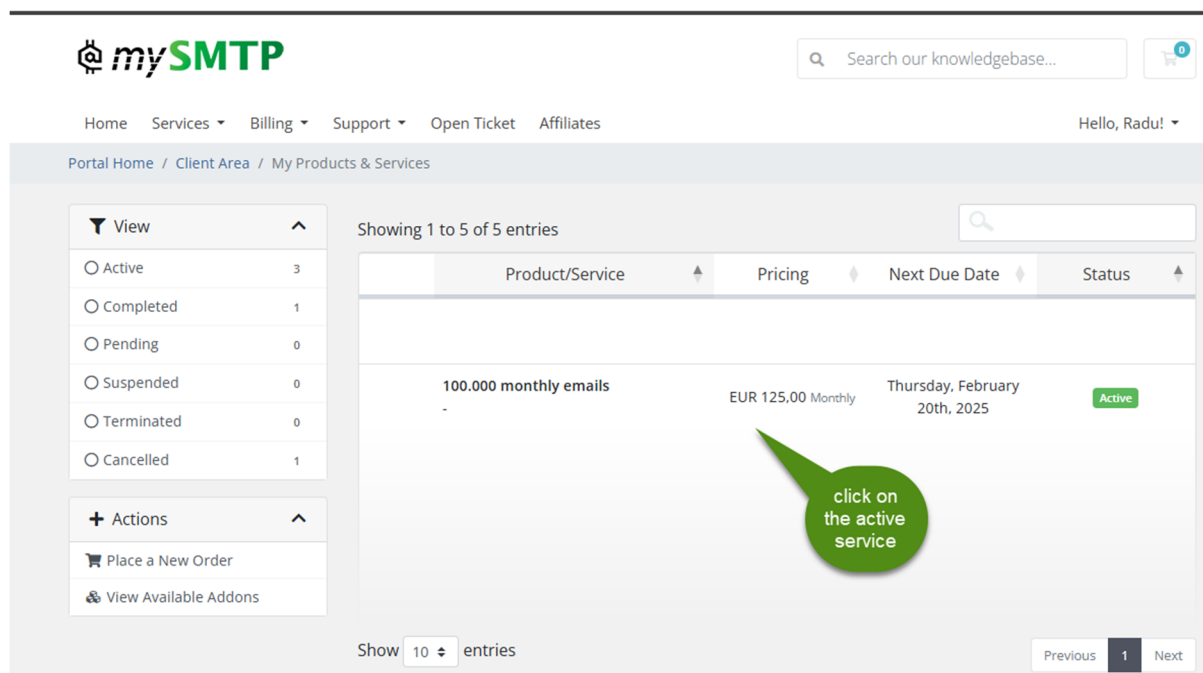
How to change your card details via clients.mysmtp.com

Please login to your client account via clients.mysmtp.com and follow these steps:

1. Click on **My Services**



2. Click on the product you want to make payment changes to by choosing a new credit card:



3.

If your payment method for this product is credit card, you click on the **“Change card details”** button and the payment gateway window will pop up for Quickpay.

The screenshot shows the mySMTP client interface. At the top, there is a search bar and a shopping cart icon. Below the navigation menu (Home, Services, Billing, Support, Open Ticket, Affiliates), the breadcrumb trail reads: Portal Home / Client Area / My Products & Services / Product Details. On the left, a sidebar contains menu items: Overview, Information, Actions, and Request Cancellation. The main content area displays product information for a subscription:

- 100.000 monthly emails**
Email credits recurring
- ACTIVE**
- Request Cancellation** (button)

Registration details on the right:

- Registration Date:** Tuesday, August 20th, 2024
- First Payment Amount:** [Progress bar]
- Recurring Amount:** EUR 125,00
- Billing Cycle:** Monthly
- Next Due Date:** Thursday, February 20th, 2025
- Payment Method:** Credit Card

At the bottom, the **Quickpay** section prompts the user to "Update card details for this subscription:" and features a **Change card details** button. A green callout bubble points to this button with the text: "To change card details, click here".

Please note if other payments methods used like PayPal, Crypto or bank transfer, the changes must be made on your own side.

You are able to use different payment methods on the various services.