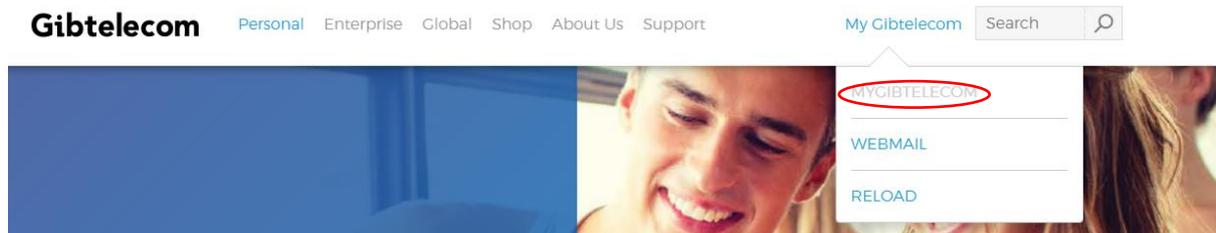


# Gibtelecom

## INSTRUCTION GUIDE: VIEW AND PAY BILLS ON MYGIBTELECOM

**Step 1.** Visit gibtele.com

**Step 2.** Go to My Gibtelecom on the right hand side of the page and click on the MYGIBTELECOM link on the dropdown menu.



**Step 3.** If you have already registered, you will need to fill in your details and click the "LOGIN" button. (If you are not yet registered, please see "how to create a new registration on My Gibtelecom for pay monthly customers" guide)

A screenshot of the 'Login to MyGibtelecom' form. It contains fields for 'Email address' (with 'abc@company.com' entered) and 'Password'. Red error messages state 'The value for email address is missing.' and 'The value for password is missing.'. There is a 'show' button for the password field, a 'Remember me' checkbox, and a 'Forgotten Password?' link. The 'LOG IN' button is circled in red. At the bottom, there is a 'REGISTER NOW' button for new users.

**Step 4.** You will now be logged into your profile where you can view and pay your bills online. To view your bill, click "Bills & Payments" tab at the top of the page.

## Home

### Your bills



Billing address

[VIEW YOUR BILLS](#)

### Amount due



Your current bill is due for payment on 21/03/2020

£

Please set up a payment method

[PAY NOW](#)

### contact details



Mobile no:

Email address:

[UPDATE YOUR DETAILS](#)

Recent unbilled extras: £ [View your recent extras](#)

Service Type

All

Access Number

Are you having problems with this account? Let us know so that we can improve your experience.

[VIEW OR REPORT ACCOUNT ISSUES](#)

### Select 0 Plan

Select 0 Plan

Balance details

There are no balances available for this service.



[SETTINGS](#)



[VIEW DATA USAGE](#)



[VIEW OR REPORT SERVICE ISSUES](#)

[CHANGE PLAN](#)

**STEP 5.** Here, you can view your itemised bill, the amount due and your payment method details. You can also add, amend and update your payment card details here.

## Bills and Payments

### Your current bill



Rentals	£0.00
One-Offs	£
Usage	£0.00
Discount	£0.00
Current bill total	£
Payments received	£0.00

### Amount due



Your current bill is due for payment on 21/03/2020

£

Please set up a payment method

[PAY NOW](#)

### Payment method details



You currently do not have a payment method setup against your account. Click below to set up a direct debit payment, or Change Card Details to register a card.

[CHANGE TO DIRECT DEBIT/EDIT DETAILS](#)

[CHANGE CARD DETAILS](#)

[View unbilled usage](#)

Bills

Payments

Date	Bill Total	Unpaid Amount	View options
01/03/2020	£	£	<a href="#">VIEW BILL</a> <a href="#">ITEMISED USAGE</a>

< Previous 1 of 1 Next >

**Step 5.** You will now be able see your itemised bill. Click “PAY NOW” button to start the process of paying your bill.

Home Bills & Payments Data Usage Account Your details Orders **0** Itemisation Users

### Bills and Payments

#### Your current bill

Rentals	£0.00
One-Offs	£
Usage	£0.00
Discount	£0.00
Current bill total	£
Payments received	£0.00

#### Amount due

Your current bill is due for payment on 21/03/2020

£

Please set up a payment method

**PAY NOW**

#### Payment method details

You currently do not have a payment method setup against your account. Click below to set up a direct debit payment, or Change Card Details to register a card.

**CHANGE TO DIRECT DEBIT/EDIT DETAILS**

**CHANGE CARD DETAILS**

[View unbilled usage](#)

Bills Payments

Date	Bill Total	Unpaid Amount	View options
01/03/2020	£	£	<b>VIEW BILL</b> <b>ITEMISED USAGE</b>

< Previous 1 of 1 Next >

**Step 6.** Pay the full amount or edit what amount you wish to pay by typing your chosen amount in the “Pay the amount of” box.

### Make Bill Payment

Outstanding amount: £

Pay the amount of

**CANCEL** **MAKE PAYMENT**

Store new card for future use (please select before choosing to use new card)

**Step 7.** Click on the “MAKE PAYMENT” button.

### Make Bill Payment

Outstanding amount: £

Pay the amount of

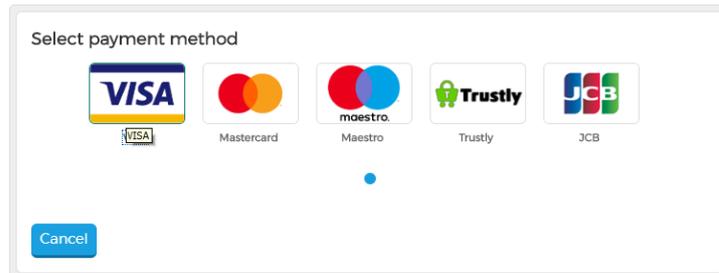
**CANCEL** **MAKE PAYMENT**

Store new card for future use (please select before choosing to use new card)

(You can choose to store your payment card details by clicking the “store new card for future use” box at the bottom)

**Step 8.** Select your preferred payment method.

### Bill payment



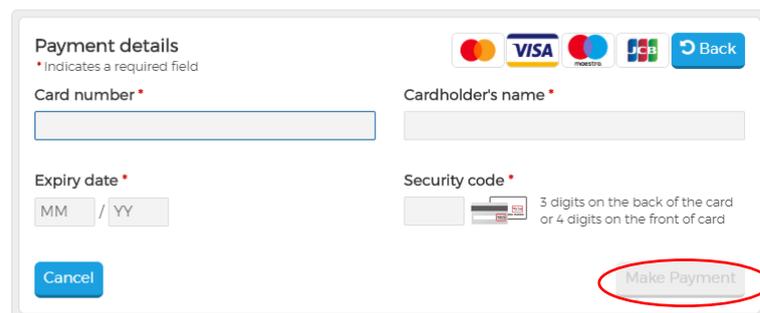
Select payment method

VISA Mastercard Maestro Trustly JCB

Cancel

**Step 9.** Now fill in your payment card details and click the “MAKE PAYMENT” button.

### Bill payment



Payment details  
\* Indicates a required field

Card number \* Cardholder's name \*

Expiry date \* Security code \*  
MM / YY 3 digits on the back of the card or 4 digits on the front of card

Cancel Make Payment

Should you need any assistance, please contact Customer Care on 20052200 or [customerservices@gibtele.com](mailto:customerservices@gibtele.com)