

NAGE/SEIU E-Dues Enrollment Credit Card Cheat Sheet

Step 1: <u>Create your NAGE E-Dues account https://www.unitedbenefits.com/nage-e-dues/</u>

SSN #: is secure and masked; we use advanced encryption, multi-factor authentication, and continuous monitoring to ensure your data is safe and secure. Our systems meet or exceed industry standards for data protection and are stored securely.

Local: select your local Union # - If you don't know your local, don't hesitate to get in touch with your local union official, call 1-833-360-9555, or contact the NAGE Federal division at federaldivision@nage.org for assistance.

Personal Email address - Please use your personal email address to create your account.

<u>Activation email</u> - after you create your NAGE-E-Dues account, you will receive an email to activate your account.

<u>Payment Selection</u> – after activating your account, you will be prompted to select a payment option. Select Credit Card, note the dues amount, agree to the Authorization, and click Update.

Step 2: Click on PAY BY CREDIT CARD button. It will redirect you to the secure credit card payment system.

Enter the Dues Amount and click Pay Now

Agree to the Terms and Conditions:

Enter Credit Card Information: Enter the Card Number, Expiration Date, and CVV code.

Enter Billing Address: Enter your billing information with the personal email address that you used to create your NAGE-E Dues account.

Step 3: Final Step: Submit Payment. After payment is submitted, you will receive an email receipt. Payments will be set up as biweekly recurring and process on the next biweekly Friday payroll date.