

Easy, Quick, Online Bill Pay

Language Line Solution® has made paying your invoice even easier!

Now you can make online credit card payments on individual invoices. By simply visiting the page on our website and completing the information, your credit card payment can be accepted and confirmed. We can accept one payment per invoice. Credit card payments will no longer be accepted via fax or email. Your payment is secure and no credit card information is stored by LanguageLine. It's simple, just follow the easy steps below.

ONLINE BILL PAY STEP-BY-STEP PROCESS

1. Visit www.LanguageLine.com.
2. Go to Bill Pay under the Customer Service tab.
3. Enter your First and Last Name, Email Address (to receive payment confirmation), Phone Number, Business Address, City, State, Zip.
4. **VERY IMPORTANT** – From the drop down menu, choose the correct company to pay (matching your invoice).
5. Next enter the Organization Name as it appears on the invoice, Invoice #, Account #, and Amount of the invoice.
6. Click the SUBMIT button to proceed to the second page.
7. Choose the type of credit card from the drop down menu.
8. Enter the Name on the card, the Card #, and Expiration Date in the following format MM-YYYY.
9. Click the SUBMIT button.
10. You will see a Payment Confirmation page that will confirm your payment has been accepted. You will also receive an email with payment confirmation to the address you entered.

FOR ASSISTANCE OR MORE INFORMATION

Contact our Customer Service Department
Customer Care@LanguageLine.com | 1-800-752-6096

