

Web Billing User Guide

This guide describes how to use Web Billing service provided by NTT Finance. Your display on the screen may vary depending on the payment methods you have.

Contact information for inquiries to use Web Billing

Web Billing section in charge

0800-333-0030 Working hours: 9 am to 5 pm, Monday to Friday

(closed during public holidays, year-end and new year holidays (from December 29th to January 3rd))

* Inquiries online are also available.

<https://contact.bill.ntt-finance.co.jp/form/contact.html>

However, inquiries are only available in Japanese form.

Table of Contents

1) The part “Initial login”	
1. Application consideration	• • • 1-1
2. Get started	• • • 1-3
3. Initial login	• • • 1-4
4. Change of Initial login ID and login password	• • • 1-7
5. Registration for email address to reissue a login password	• • • 1-9
2) The part ”Reference of billing information”	
1. Web Billing Top screen	• • • 2-1
2. Billing information	• • • 2-2
3. Email registration to receive notification for billing amount	• • • 2-5
4. Downloading / Printing billing data	• • • 2-9
3) The part ”Payment methods for charges”	
1. Screen of payments	• • • 3-1
2. Payments by credit card	• • • 3-2
3. Payments with “Pay-easy”	• • • 3-4
4. Payments with “Pay-easy” at ATM	• • • 3-6
4) The part ”Change of membership information”	
1. Reference / Change of membership information	• • • 4-1
2. Change of contact number	• • • 4-2
3. Add / Cancel a line for reference	• • • 4-3
4. Change of login ID / login password	• • • 4-6
5. Registration / change of email address to reissue a login password (Registration / change of secret questions and answers for secret questions)	• • • 4-9
6. Settings by secret questions	• • • 4-13
7. Cancel of Web Billing	• • • 4-15
5) the part ” To reissue a login password”	
1. To reissue a login password	• • • 5-1
6) The part “Proof of payments / proof of charges”	(added in Sep. 2016)
1. To download proof of payments/Proof of charges	• • • 6-1
7) The part “Login by ‘d account’”	(added in Sep. 2016)
1. Login by “d account”	• • • 7-1