

Web Billing User Guide

(Part "(3)Payment methods for charges")

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.

Contents of 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

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 and 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.

1. Screen of payment

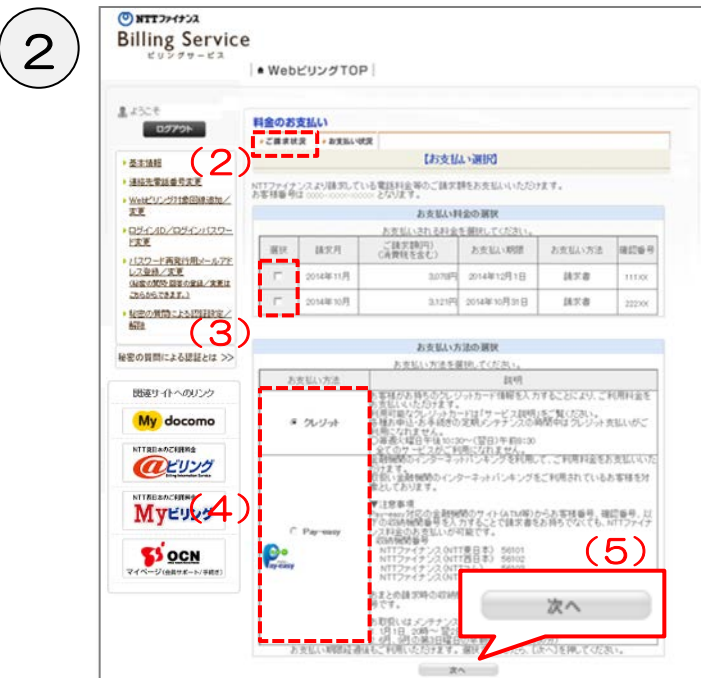
○ If the conditions below apply to you, you will be able to pay online. The payment methods are either credit card or Pay-easy.

- If your payment method is “paper bill” every month.
- If your payment method is “bank account transfer” every month and the second account transfer (the 15th day after the due date) was also failed because of the insufficient deposit. (Available display on the screen will be shown after about a week of the second account transfer day)



(1) Please click the [Payment] button for the line you would like to make a payment at [Web Billing Top] screen

“Web Billing Top” screen.



(2) Please make sure that the [Billing status] tab is selected.

(3) Please check at the [Select] column for the month you want to pay.

(4) Please choose either [Credit card] or [Pay-easy].

(5) Please click [Next].

“Payments for charges” screen

- For credit card payment, please view page 3-2.
- For Pay-easy payment, please view page 3-4.
- * Payments through Web Billing are available for customers who are in use of Internet banking with their financial institutions. For customers who are not in use of Internet banking, payment through ATM of financial institutions are available. Please view page 3-6.

2. Payment by credit card

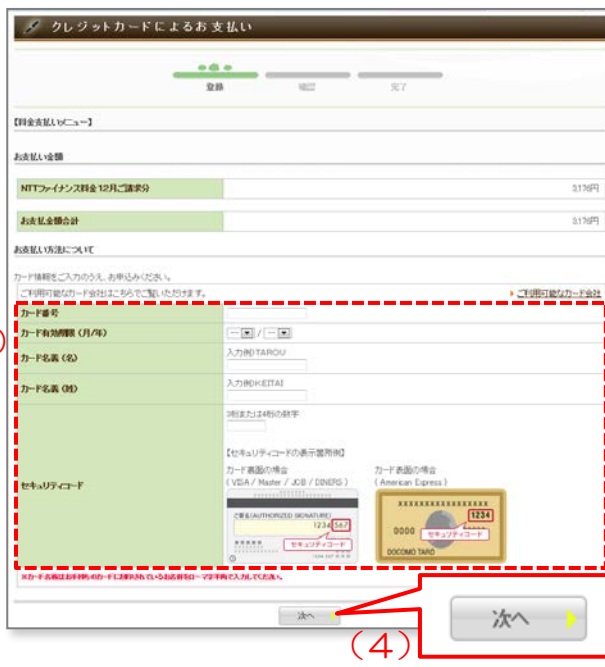
Procedures for "Credit card payment"

○ Credit card availability are as listed below.



"Important information" screen

- (1) [Important information] will be shown.
- (2) Please click [Agree] after confirming information of the Important information.



"Payment by credit card" screen

(3) Credit card information screen will be shown. Please enter the following information.

- ◆ Items to enter
 - Card number
 - Card expiration date (month/year)
 - First name on the card
 - Last name on the card
 - Security code

(4) Please click [Next].

2. Payment by credit card

Procedures for “Payment by credit card” (continued)



(5) The inputted information will be shown.

(6) Please confirm the information and then click [Apply].

“Payments by credit card” screen



(7) Completion screen will be shown.

“Payments by credit card” screen

3. Payment with "Pay-easy"

Payment with "Pay-easy"

- Payments through Web Billing are available for customers who are in use of Internet banking with their financial institutions.

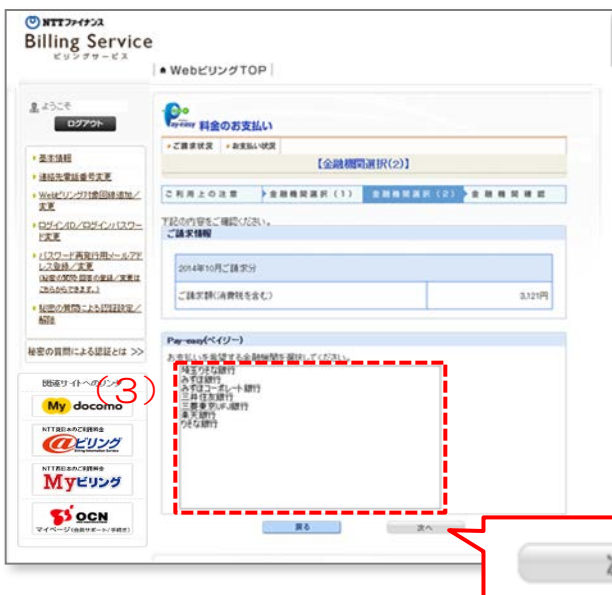
* For customers who are not in use of Internet banking, please use ATM of financial institutions. (For details, please view page 3-6. [4.Payments with "Pay-easy" at ATM])



(1) Please choose the type of financial institutions.

(2) Please click [Next].

"The type of financial institutions (1)" screen



(3) Please choose your financial institution.

(4) Please click [Next].

"The type of financial institution (2)" screen

3. Payment with "Pay-easy"

Payment with "Pay-easy" (continued)

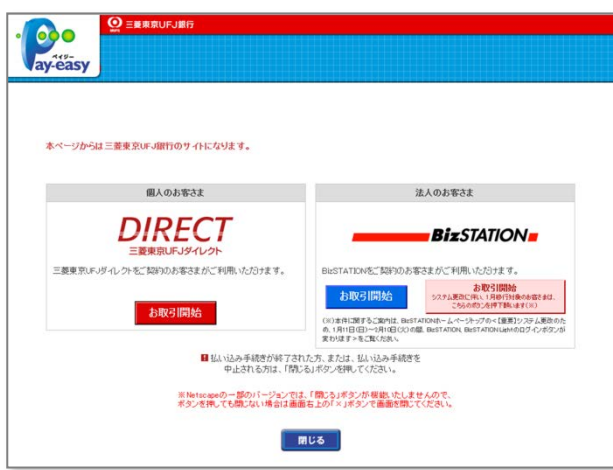


(5) The content you chose will be shown.

(6) Please confirm the content and click [To Internet banking].

(6) **インターネットバンキングへ**

“Financial Institutions confirmation” screen



(7) The website of the financial institution will be shown. Please follow the steps as instructed.

* For the operation of the Internet banking, please contact the financial institution in use.

“Internet banking” screen

* Depending on the chosen financial institution, the display on the screen may differ.

4. Payment with “Pay-easy” at ATM

Payment with “Pay-easy” at ATM

- ATM of JAPAN POST BANK and etc. with the mark of Pay-easy are available for Pay-easy payments. (Payments without bills are available.)

NTTファイナンス Billing Service

WebビルディングTOP

料金のお支払い

【お支払い選択】

NTTファイナンスにお持ちの請求書やご利用料金等のご請求額をお支払いいただけます。お客様番号を入力してください。

選択	請求月	ご請求額(円) (消費税を含む)	お支払い期限	お支払い方法	確認番号
<input type="checkbox"/>	2014年11月	3,076円	2014年12月1日	請求書	1111XX
<input type="checkbox"/>	2014年10月	3,121円	2014年10月31日	請求書	2222XX

お支払い方法の選択

お支払い方法を選択してください。

お支払い方法

- クレジット
 - お客様がお持ちのクレジットカード情報を入力することにより、ご利用料金をお支払いいただけます。利用可能なクレジットカードは「サービス説明」をご覧ください。各種お申込・お手続きの定期メンテナンスの期間中はクレジット支払いがご利用できません。○券金入庫日午後10:30～(翌日)午前8:30までのサービスがご利用できません。金融機関のインターネットバンキングを利用して、ご利用料金をお支払いいただけます。お取引金融機関のインターネットバンキングをご利用されているお客様を対象としております。
- Pay-easy
 - Pay-easy対応の金融機関のサイト(ATM等)からお客様番号、確認番号、以下の収納機関番号を入力することで請求書をお持ちでなくても、NTTファイナンスからお支払いいただけます。
 - NTTファイナンス(NTT東日本) 56101
 - NTTファイナンス(NTT西日本) 56102
 - NTTファイナンス(NTT中部) 56103
 - NTTファイナンス(NTTコム) 56104

お取引は、メンテナンス中ご利用できません。
 11月1日 20時～翌日 0時30分
 12月1日 0時30分～翌日 0時30分
 12月1日 0時30分～翌日 0時30分

お支払い期限超過もご利用いただけます。選択されましたら、【次へ】を押してください。

“Payments for charges” screen

- Please take a note of 1) receiver’s number, 2) customer number, 3) confirmation number on the screen of “Payments for charges.”

*Depending on the communication service company you use, the receiver’s number differs. If you have several charges combined into one billing, the receiver’s number will be the communication service company of your designated line.

◆List of receiver’s numbers

NTT East	56101
NTT West	56102
NTT Communications	56103
NTT docomo	56104

- Please go to JAPAN POST BANK and etc., where Pay-easy is available to use. Available financial institutions have a mark of Pay-easy.

For the steps at financial institutions, please see the following page.

4. Payment with “Pay-easy” at ATM

Payment with “Pay-easy” at ATM (continued)

◆ For payments at financial institutions, please follow the instruction below.

(3) Please press the [料金払込(ペイジー)] that is pay-easy in Japanese on the screen of ATM.

* Depending on the financial institution, name of the button displayed on the screen may differ such as [税金・各種料金払い込み], which means tax or payments for all sorts of charges.

(4) On this screen, you will need to input “receiver’s number.” Please input it and press the [Confirm] button.

(5) The display on the screen shows to input “Customer number” and “Confirmation number.” For the customer number, please input without dash(-). After inputting ,please press the [Confirm] button.

(6) The display on the screen shows payment information. If there is no mistake with the information, please press the [Confirm] button.

(7) The screen which payment options will appear on the screen.

A. To pay by cash, please press the “Cash” button.

B. To pay with cash card, please press the “Cash card” button.

(7-A) [When payment option is to pay in cash]

I .Please put bills or coins into the slot according to the billing amount.

II . A statement will come out from the machine. Please confirm the information on the statement.

(7-B) [When the payment is to be made by cash card]

I . Please insert the cash card.

II . The display on the screen is to input the “Password.” Please input the 4 digit password and press the “Confirm” button.

III . A statement will come out from the machine. Please confirm the information on the statement.

*** Depending on the ATM, the wording on screen may differ.**