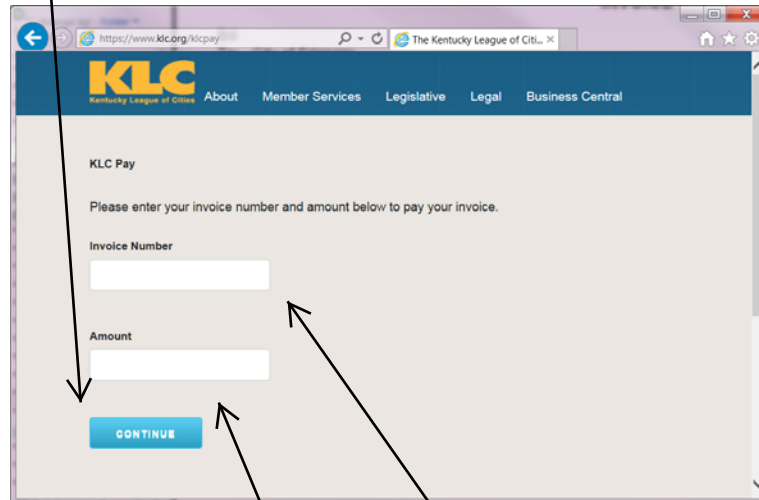


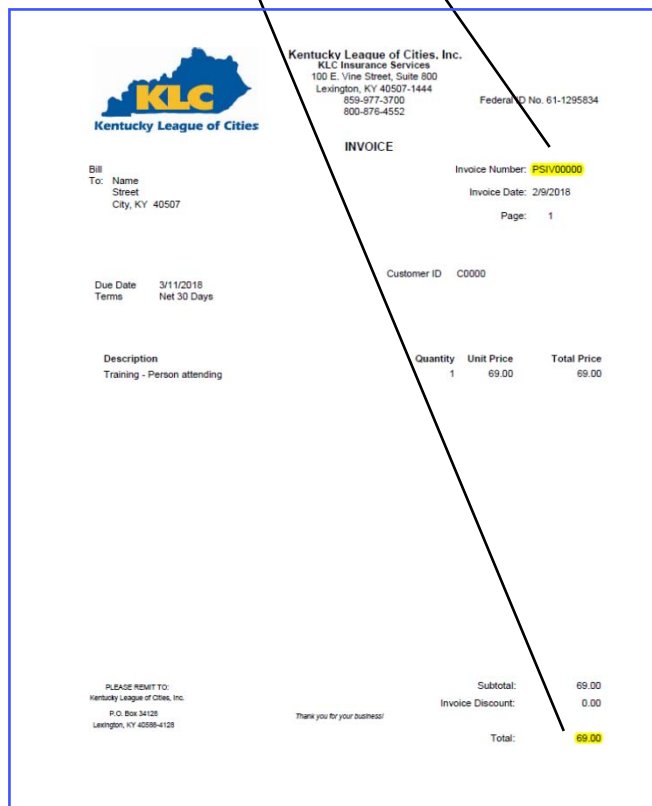
# KLCPAY

Mastercard and Visa payment only

1. Log into KLCPAY - <https://www.klc.org/klcpay>
2. The invoice is needed.
3. Type invoice number and total amount due from invoice.
4. Click on continue.



The screenshot shows the KLCPAY website interface. At the top, there is a navigation bar with the KLC logo and links for About, Member Services, Legislative, Legal, and Business Central. Below the navigation bar, the page title is "KLC Pay". The main content area contains the instruction: "Please enter your invoice number and amount below to pay your invoice." There are two input fields: "Invoice Number" and "Amount". Below these fields is a blue "CONTINUE" button. Three arrows point from the input fields and the button to the corresponding fields on the invoice document shown below.



The screenshot shows an invoice from Kentucky League of Cities, Inc. The invoice includes the following information:

**Kentucky League of Cities, Inc.**  
KLC Insurance Services  
100 E. Vine Street, Suite 900  
Lexington, KY 40507-1444  
859-877-3700  
800-878-4552  
Federal ID No. 61-1295834

**INVOICE**

Invoice Number: **PSIV00000**  
Invoice Date: 2/9/2018  
Page: 1

Customer ID: C0000

Due Date: 3/11/2018  
Terms: Net 30 Days

| Description                 | Quantity | Unit Price | Total Price |
|-----------------------------|----------|------------|-------------|
| Training - Person attending | 1        | 69.00      | 69.00       |

PLEASE REMIT TO:  
Kentucky League of Cities, Inc.  
P.O. Box 34128  
Lexington, KY 40588-4128

Subtotal: 69.00  
Invoice Discount: 0.00  
Total: **69.00**

Thank you for your business!

5. Provide: Email, Name on Credit Card, Card number, Expiration Month/Year and CSC number

The screenshot shows a web browser window displaying the KLC (Kentucky League of Cities) payment summary page. The page title is "Payment Summary". It shows an invoice number "PSIV44608" and an amount of "\$3126.00". Below this, there are several input fields: "Confirmation E-mail Address" (with an arrow pointing to it from the instruction above), "Name on Credit Card", "Expiration Month" (set to "05"), "Expiration Year" (set to "2018"), "Credit Card Number (no dashes) - Visa or MasterCard", and "CSC". A blue "SUBMIT" button is located below the input fields. At the bottom of the page, there is contact information for the Kentucky League of Cities and social media icons for Twitter, Facebook, Instagram, and YouTube.

- 6. Click on Submit button
- 7. Email will be sent confirming payment.

