

Step 1: Create Your HomeLoanServ Account

Before you can enroll in auto-pay, you'll need to create an account at www.HomeLoanServ.com. Here's how:

1. **Go to HomeLoanServ.com** and click the **"Create Account"** link.
 2. **Enter your loan number, the last four digits of your Social Security number, and the ZIP code of your new home.** Verify you're not a robot, then click **"Submit."**
 3. **Enter your first and last name, email address, phone number, and create a password** (with confirmation). Click **"Submit."**
 4. **Check your email** and click the **confirmation link** to verify your email address.
 5. **Confirm your phone number** via text message or voice call. Enter the code you receive to be directed to the HomeLoanServ login page.
 6. Once logged in, **check your message center inbox** for a welcome message and tips for navigating the site.
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Step 2: Enroll in Auto-Pay

Once your account is set up, enrolling in auto-pay is quick and easy:

*Please note, you will need to provide your bank account number for this next step.

1. **Log in** to your account at www.HomeLoanServ.com.
2. Select **"Manage Auto-Pay"** from the left-hand menu, or click **"Sign Up for Auto-Pay"** next to the **Make a Payment** button.
3. On the auto-pay setup screen, choose your **Auto-Pay date**, add any **additional principal payments** (optional), and select your **bank account** for withdrawal.
4. Click **"Next Step,"** then **"Confirm Auto-Pay."**
5. Look for a **confirmation email**—it's that simple.
6. Check the box to acknowledge the **End User License Agreement**, then click **Continue.**