

Please read the instructions below which describe how to set up AUTOPAY for your account.



**ST. LOUIS RECYCLING
& WASTE SOLUTIONS**

Automatic Payments (aka "AUTOPAY")

- In order to activate, the *first step* is to receive an electronic invoice under the new billing format. Organizations with multiple properties may be billed individually, which will require separate AUTOPAY setups. If you prefer to combine properties under a consolidated invoice and single AUTOPAY enrollment, we can assist with such, but would require an official email request sent to us before the 15th of the month for processing time. Regularly recurring invoices are sent the 5th of each month, however, off-cycle invoices may arrive if/when applicable.
- Upon receipt of your next invoice email, click on "Review & Pay Invoice" near the bottom of the email body text. (LH image below)
- A browser window opens to the invoice details screen. Click on "Pay Invoice" in the upper-right to open the payment screen. (RH image below)
- In the payment details screen, click on "Credit Card" for your payment option, as ACH payments cannot be automated. (image on next page)
- Enter the preferred Credit Card details into the required form fields; once entered, select both checkboxes below labeled "Remember this card for future payments" and "Charge the upcoming payments automatically." AUTOPAY utilizes bank-level 256-bit SSL encryption for safe, secure transactions.
- Both checkboxes must be selected in order to activate AUTOPAY; once completed, click on "Pay Invoice" and your payments will be automatically applied using the secure credit card details saved and an auto-generated email receipt will be sent for each successful transaction.

For AUTOMATIC PAYMENTS instructions, please open the link below.
[AUTOPAY Enrollment](#)

Due date reminders are sent automatically via email. If you prefer not to receive automated reminders, please send us an email request to deactivate them. All accounts are highly encouraged to enroll in Automatic Payments (link above) which helps save time for recurring billing, as well as ensure payments arrive on-time.

If you have any questions, please let us know by replying to this message.



Client Support

support@stlouisrecycling.com
www.STLrecyclingandwaste.com



A Service-Disabled Veteran-Owned Small Business

Current service implies acceptance of our standard terms & conditions, available here (<https://bit.ly/stlrws-tos>). Recurring services require a 30-day advance notice for cancellation. This message may contain confidential or proprietary information, whereby any unauthorized forwarding, copying, printing, or any other unauthorized use of the information is strictly prohibited.



Review & Pay Invoice

Invoice: \$



ST. LOUIS RECYCLING
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From
St. Louis Recycling & Waste
REMITTANCE ADDRESS
237 E. 5th St., #110
Eureka, MO 63025

To

Print Pay Invoice



Invoice Issued December 22, 2022
Due Date December 31, 2022

ITEM	QUANTITY	PRICE	TOTAL
Baled OCC Collection & Recycling			
OCC Bales must average 925+ lbs; minimum per collection;			
Service includes: transportation, fuel, mileage, labor and material recycling.			
Service Dates:			
			Subtotal:
			Tax:
			Total: \$0.00

Late Payment Finance Charge = 5% (\$10 min) +1.5% per billing cycle. Continued service implies consent to the published Service Terms & Conditions. All service terms automatically renew annually (1JAN-31DEC) unless otherwise contracted or stated herein. All service cancellations require a minimum 30-day notice.

***VISIT www.STLrecyclingandwaste.com: Terms & Conditions, AutoPay Enrollment, Recycling Material Requirements & more.
***SERVICES = TRASH + RECYCLING + COMPOST | BINS + DUMPSTERS | INSIDE VALET SERVICE | PAPER SHREDDING | ELECTRONICS RECYCLING | LAMPS, BALLASTS & BATTERY RECYCLING | COMPACTORS, BALERS & MAINTENANCE.

Pay Invoice




Full: \$1,497.60 Due: Dec 5th, 2023

Due: \$124.80. Due: Jan 5th, 2023

ACH (eCheck)

Credit Card

Name on Card

Card number  MM / YY CVC



Remember this card for future payments

Charge the upcoming payments automatically

Cancel

Pay Invoice

Payments via ACH

eCheck, or ACH, is an active payment option, however ACH payments cannot be made automatically and must be authorized by the user per invoice. The good news is that payment details may be saved securely to avoid having to re-enter banking details each occurrence.

Payments via Check

Checks received are currently processed at no additional charge for legacy accounts, however please note that due to the prevalence of electronic payment options, checks will no longer be an accepted payment option *effective Dec 31, 2023*.

If your business should have any further questions, please do not hesitate to contact us via email for further assistance.

Accounting Dept.

Accounting@stlouisrecycling.com

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