

# Editing Payment Methods

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You can edit some information for a credit card or bank account on file. The screen shot below shows which highlighted fields.

If the billing address or expiration date needs to be changed, the must be done by logging into Forte's DEX Portal; this cannot be done within SedonaOffice.

Forte offers a subscription service, which will automatically update the expiration of a customer's credit card in SedonaOffice. Please contact Forte for more information on this service.

Customer Payment Methods - SedonaSecurity - Forte

Customer Number: 47534  
Allison, Luke  
64 Pierce Boulevard  
Chagrin Falls, OH 44022  
(440) 683-2334

Bank Accounts: **Credit Cards**

Cards On File: VISA

Card Number \*: \*\*\*\*0004

Expiration \*: 3 / 23

Card Type \*: VISA

Payment Method \*: **Credit Card**

Auto Processing:  Recurring  Non-Recurring

Hold Day: 15 Max Amount: \$0.00

Days Past Inv Date: 5

Auto Bill To Recurring: **All Billing Addresses**

Bill Name	Bill Address
All Billing Addresses	
Allison, Luke	64 Pierce Boulevard, Chagrin Falls, OH, 44022

New Save Delete Close