

Making a Quick Pay payment

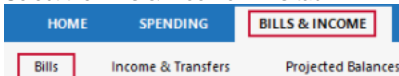
 You need to [set up Quick Pay](#) before you can make a **Quick Pay** payment.

 **Not Available in Canada**

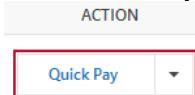
This service is unavailable for users of our Canadian products.

Making a payment using Quick Pay from the Bills tab

1. Select the **Bills & Income** **Bills** tab.



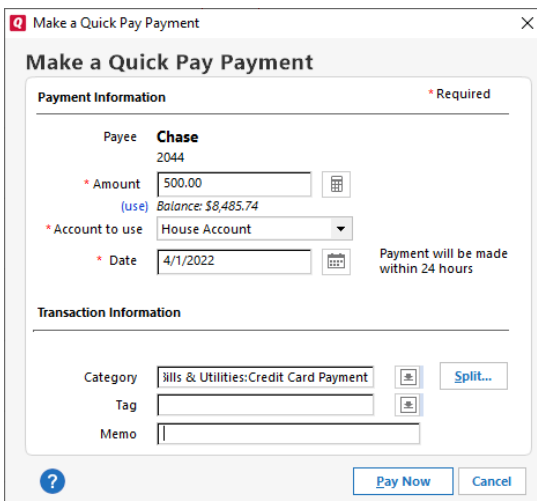
2. Select the **Quick Pay** button in the **Action** column for the bill you want to pay.



3. On the **Make a Quick Pay Payment** screen, enter the **Amount**, **Account to use**, and payment **Date**. You can optionally enter a **Category**, **Tag**, and **Memo** for your payment.

To make a Quick Pay payment to your online biller you will need to provide a few details to help the system make a payment on your behalf.

- **Amount:** By default we will display the amount of the bill, but you have the flexibility to pay a different amount. For a credit card bill, you will have the minimum amount, total amount due, and a choice to pay any amount between those two amounts. Some billers will not allow you to pay more than the amount due.
- **Account to use:** Any account that is enabled for Quick Pay payments.
- **Date:** Quicken allows you to either pay a bill immediately or to schedule that bill to be paid later. The payment date will default to today's date. **If you want to make your payment immediately, leave the date set to the default. The payment will be made as soon as possible, usually within minutes.** If you want to schedule a payment, pick a future day on which you want the bill to be paid. In most cases you can schedule a bill up to 45 days in advance. We recommend you schedule your payment no later than a day or two prior to the due date to allow recovery from any possible payment issues prior to the due date to avoid late fees or penalties.
Note: Some billers will only allow same day payments.
- **Category, Tag, and Memo** fields. These will help Quicken to create better reports on your payments and transactions.

A screenshot of a dialog box titled 'Make a Quick Pay Payment'. It has a close button (X) in the top right corner. The dialog is divided into two sections: 'Payment Information' and 'Transaction Information'. The 'Payment Information' section has a 'Payee' field with 'Chase' and '2044' entered. Below it is an 'Amount' field with '500.00' entered, and a '(use) Balance: \$8,485.74' label. There is an 'Account to use' dropdown menu with 'House Account' selected. A 'Date' field has '4/1/2022' entered. A note says 'Payment will be made within 24 hours'. The 'Transaction Information' section has a 'Category' field with 'Bills & Utilities:Credit Card Payment' selected, a 'Tag' field, and a 'Memo' field. At the bottom, there are 'Pay Now' and 'Cancel' buttons, and a help icon (?) on the left.

4. If you have selected a future date for your payment, select [Schedule](#). if you are using today's date, select [Pay Now](#).

5. On the **Confirm Payment** screen, review the details and if they are correct, select **Confirm**. You can also **Cancel**.

Confirm Payment

Confirm Payment

You are about to make a payment to the biller. Payment processing may take up to 24 hours.

Payment Information

Payee: TEP

Payment Amount: \$1.00

From Account: Joint Checking

Payment Date: 2/3/2021

Method: Quick Pay

12 payments remaining. Renews after 3/15.

?

Confirm

Cancel

i If you choose to **Schedule** a payment, that payment will appear immediately in your register marked as **Scheduled**. The status will change to **Paid** once the bill is paid or **Failed** if the bill could not be paid. You can also see your scheduled payments in **Calendar** view.

You can cancel a payment prior to the payment date if you want to make changes to the payment amount/date/account or to pay via another payment method.