

Setting up the Google Pay app

- **IOS**
 - Download the Google Pay app.
 - Sign in with your Google Account. If you use your account for business purchases, you may be asked to switch to a different payments profile. Follow the on-screen instructions to set up an "individual" profile.
 - Follow the instructions to get set up.
 - When prompted, add a payment method. We recommend that you add a debit card for quicker transactions.
 - If you have multiple accounts in Google Pay:
 - ❖ At the top left, tap Menu. Tap the Down arrow choose an account.
 - ❖ At the bottom, tap Payment methods.
 - ❖ At the bottom, tap Add > Add credit or debit card.
 - ❖ You can add a credit card to Google Pay, but you won't be able to use it to send money.
 - ❖ Enter your card info.
 - ❖ If you're asked to verify your payment method, choose an option from the list.
 - ❖ Find and enter the verification code.
 - You can also add a second payment method later.

NOTE: After you add a card, you might see a small charge on your account from Google Pay. This charge checks that your card and account are valid. It won't affect your balance and will go away soon.

- **Pay in a store**
 - **NOT AVAILABLE**

- **Android**
 - Make sure your phone's Android version is Lollipop (5.0) or higher.
 - Download Google Pay.
 - Open the Google Pay app and follow the setup instructions.
 - When you're asked to, add a card now or to add a card later follow these instructions:
 - ❖ Open the Google Pay app
 - ❖ If you have multiple accounts in Google Pay, at the top left, tap Menu Down arrow. Then, tap the account you want to use to add a debit or credit card.
 - ❖ At the bottom, tap Payment.
 - ❖ At the bottom, tap Add Credit or debit card.
 - ❖ Use the camera to capture your card info or enter it manually.
 - ❖ If you're asked to verify your payment method, choose an option from the list.
 - ❖ Find and enter the verification code.
 - ❖ You may be asked to set up a screen lock on your Android device. Google Pay works with PIN, pattern, password, fingerprint, or retinae scanning screen

locks. It won't work with facial recognition or screen locks like Smart Unlock or Knock to Unlock.

- ❖ To make purchases in stores: Make sure your device meets software standards, has NFC, and NFC is turned on. Your phone must also have HCE

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- **Pay in a store**

- Wake up & unlock your phone
- Turn on your phone screen, and then unlock your phone. You do not need to open the Google Pay app.
- Hold the back of your phone close to the payment reader for a few seconds
- When you're done paying, a blue check mark will appear on the screen.
- If the check mark isn't on your screen:
- Try holding your phone in a different way. Your NFC antenna could be near the top or bottom of your device.
- Hold your phone closer to the payment reader.
- Hold your phone for a few extra seconds.
- If there is a check mark but the cashier says the payment didn't work:
- Double-check that the store accepts mobile payments.
- Contact your bank to make sure your card is working right.
- How to tap & pay
- If prompted, follow the instructions on the screen
- Some stores use older software that asks for a PIN or signature. If you're asked, follow the steps on the screen.
- Debit cards: Enter the PIN you set up with your bank. This PIN is different from the PIN you use to unlock your device.

- **Computer:**

- Sign in to Payment methods.
- At the bottom, click Add payment method.
- Click Add credit or debit card.
- Enter your card info.
- If you're asked to verify your payment method, choose an option from the list.
- Find and enter the verification code.

Note: After you add a card, you might see a small temporary charge on your account from Google. This charge checks that your card and account are valid. It won't affect your balance and will go away soon.

- Pay on an app or website



- Check out with Google Pay
 - ❖ At checkout, tap the Google Pay button.
 - ❖ If asked, choose a payment method and enter your shipping address.
 - ❖ Confirm your order.