

How to Edit or Add A New Credit Card Number to your account at MyFabulousHosting.com

Go to <http://myfabuloushosting.com>

Log in with your customer number (or username) and password.

Choose "Credit Card & Payment Info" from the menu on the left side.

The next screen shows the payment methods the system has on file for you.

If you click on an item name - for example, "Mastercard" - the screen on the right will show the information about that payment method, **including the expiration date**. It only shows the last four digits of the number.

If you need to update information about that payment type, **such as the billing address**, you can do that here and then save changes.

The "View Items" link will show you a list of recent items charged to that payment type.

To Add A New Payment Method, click the link that says "Add a Credit Card." Fill out the info in the area called "New Payment Information," on the right side. Save changes.

NOTE: The system wants to have at least one active payment method on file at all times, so you will not be able to remove or deactivate a payment method unless there is another in the system.