



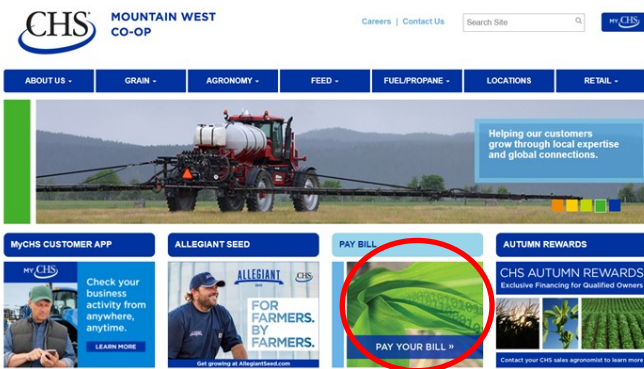
MOUNTAIN WEST CO-OP

Speedpay®

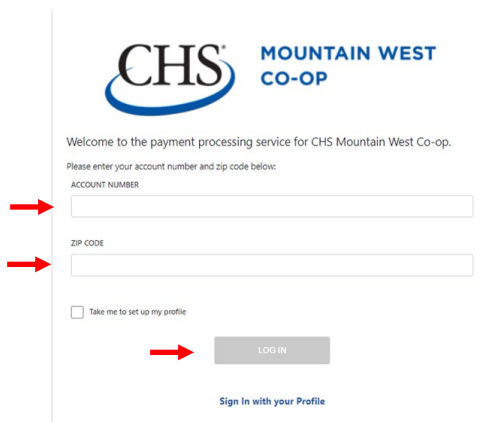
Enrollment Instructions

How to register for Speedpay:

1. Simply go to chsmountainwest.com and click on **“Pay Your Bill”** or call **Speedpay directly at 888-608-6681.**



2. The **Speedpay portal** will open.

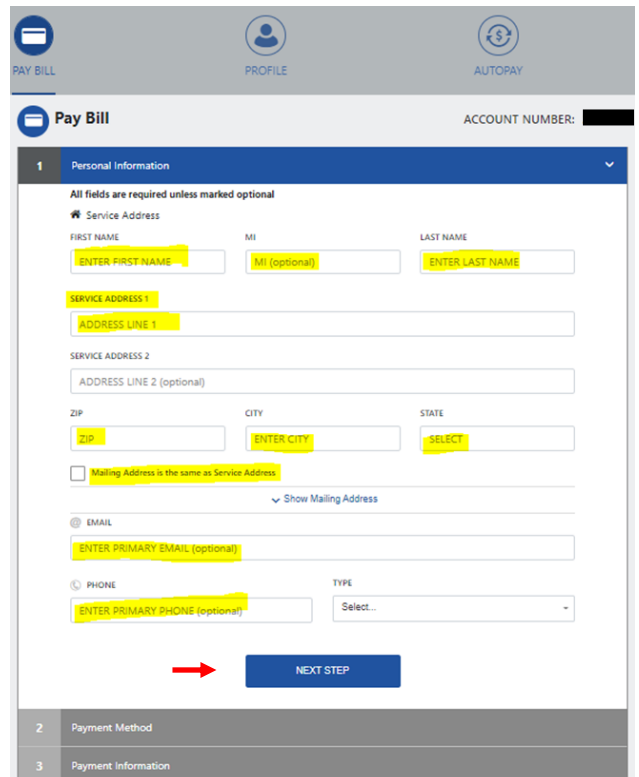


First Time Profile Set Up:

- Enter your account number
- Enter your five-digit zip code (needs to match zip code on your CHS Mountain West Co-op statement)
- Check **“Take me to set up my profile”** then click **“Log In.”**

3. Enter your Personal Information

- Service address is your delivery address
- If your mailing address is different from your service address, click **“Show Mailing Address”**
- Enter email address & phone number
- Click **“Next Step”**



4. Enter payment method

***Important:** Please save all payment methods to your Wallet. This will allow our local staff to access them for future payment purposes. **Please note: our staff will only see the last four digits of any account number.**

If you wish to make an ACH payment (from your banking account), complete and click **“Save this payment method to my wallet.”**

If you prefer to pay using a credit or debit

Pay Bill ACCOUNT NUMBER: [REDACTED]

1 Personal Information >

2 Payment Method v

All fields are required unless marked optional
Your wallet items will be available after you login with your profile.

ADD NEW CARD

NEW BANK ACCOUNT

ROUTING NUMBER
ENTER ROUTING NUMBER

ACCOUNT TYPE
SELECT ACCOUNT TYPE

ACCOUNT NUMBER
ENTER BANK ACCOUNT NUMBER

NAME ON ACCOUNT
[REDACTED]

JOINT NAME
ENTER JOINT NAME (optional)

PAYMENT NICKNAME
(optional)

Login to your PROFILE to access your Saved Payment Method(s)

Save this payment method to my wallet

5. Add credit or debit card information (if applicable). Save to Wallet.

- Click **“Next Step”** at bottom of page

Pay Bill ACCOUNT NUMBER: 208962

1 Personal Information >

2 Payment Method v

All fields are required unless marked optional
Your wallet items will be available after you login with your profile.

ADD NEW BANK

NEW CARD

CARD NUMBER
ENTER CARD NUMBER

EXPIRATION DATE

ZIP CODE CVV

NAME ON CARD
TRACY L CHARLES

PAYMENT NICKNAME
(optional)

Save this payment method to my wallet

BACK NEXT STEP

6. Payment Information/Method

- Under Location, please choose Fuel or non-Fuel/Agro

LOCATION

Fuel

Fuel

Non-fuel/Agro

Payment Information/Method continued:

- Click **“Payment Date”** to select date of payment
- The amount shown in **“Total Amount”** will not match your statement billing balance. This amount shows total amount due as of the previous day, so it may show amounts not yet due. You can change the payment amount by highlighting the amount in the box and entering the amount you would like to pay.
- Click **“Review”**

Pay Bill ACCOUNT NUMBER: [REDACTED]

1 Personal Information >

2 Payment Method >

3 Payment Information v

All fields are required unless marked optional

LOCATION
Fuel

PAYMENT DATE
01/21/2022

PAYMENT AMOUNT
\$359.60

TOTAL AMOUNT
\$359.60

BACK REVIEW

Logging in after the Profile has been set up:

- **Do not** enter account number and zip code; **do not** click **“log in.”**
- Instead, **click on “Sign in with your Profile.”**

CHS MOUNTAIN WEST CO-OP

Welcome to the payment processing service for CHS Mountain West Co-op.

Please enter your account number and zip code below:

ACCOUNT NUMBER

ZIP CODE

Take me to set up my profile

LOG IN

Sign in with your Profile

Questions? Contact your local CHS Mountain West Cooperative office.

Missoula: 406-543-8383

Kalispell: 406-755-7400

Ronan: 406-676-2201