

How to set up your account on Bill.com

Jobomax Global LTD





Jobomax Global LTD

You have an invoice from American Homebuilders of West Africa due on 03/25/21

To: anna.strait@africa-housing.com,

Reply-To: smyra.yawn@jobomax.com

Inbox - Africa-Housing March 25, 2021 at 2:14 PM

This is the initial email you will receive for any invoice.

To make a payment, start by clicking “Pay Invoice Electronically.”

Invoice summary will be helpful for the next step.



Hi Anna Strait,

To pay your invoice online and view your account history, log in below:

[Pay Invoice Electronically](#)

Please remit payment at your earliest convenience.

Thank you,
American Homebuilders of West Africa

Invoice Summary:

Invoice #: INV-4677

Amount Due: \$1.00

Due Date: 03/25/21

A PDF version of this invoice is also attached for your records.

Be safe! Hover your cursor over links in any email before clicking, to verify the location is safe. [Bill.com](#) links always start with <https://app.bill.com> or <http://www.bill.com>.

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Jobomax Global LTD
21 S. 11th St
Philadelphia, PA 19107
(215) 253-3691

INVOICE



Invoice # INV-4677
Invoice Date 03/25/21
Amount Due \$1.00

Bill To:
Anna Strait
United States

Due Date	Sales Rep
03/25/21	Smyra

Item	Description	Quantity	Price	Amount
		1	\$1.00	\$1.00

Total: \$1.00
Payments: \$0.00
Amount Due: \$1.00

To pay online, go to <https://app01.us.bill.com/p/africahousing>



Login

Email

Password

Invalid Login

[Forgot password?](#)

[Don't have an account?](#)

If this is your first time logging in, click “Don’t have an account?”

If it has been a while and you forgot your password click “Forgot password?”

Otherwise, just log in as usual.

Login

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Enter details from your Jobomax Global LTD invoice

We'll set up an account for you to pay them.

When making an account, you need to insert the invoice #, due date and amount due. You can find this information in the initial email that was sent to you.

Name
(as it appears on the invoice)

Zip

Invoice #

Due Date 

Amount Due

[Next](#)

[Cancel](#)

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This is the second step to creating an account. Make sure to select a secure and unique password.

Once you click save, your account is now open.

Create an Account

Anna Strait, you'll use your email address to log in to your account.

Your Email	<input type="text"/>
Create a Password	<input type="password"/>
(at least 8 characters and one number or symbol)	
Re-enter Password	<input type="password"/>

Save

Cancel

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Welcome to our Payments Portal



Anna Strait
Jobomax Global LTD

HOME **BILLS**

Summary

Current Balance	\$1.00
Total Scheduled Payments	\$0.00
Open Balance	\$1.00

PAY OUTSTANDING BILLS

Auto Pay your bills

Bills

Outstanding Bills	1
Unpaid Bills	1
Partially Paid Bills	0
Bills Scheduled to be Paid	0

Your Notes



Add a note

CONTACT COMPANY

PROFILE

BANK ACCOUNTS

AUTO PAY IS OFF

On the home page, you can see your current balance, pay outstanding bills or set up Auto Pay.

To finish setting up your account, hover over the gear icon and click bank accounts.



Welcome to our Payments Portal

Your page will look like this if you have not yet linked a bank account. Click “Add Bank Account” to proceed.



Anna Strait
Jobomax Global LTD

HOME

BILLS

BANK ACCOUNTS

PROFILE

AUTO PAY

ADD BANK ACCOUNT

YOU HAVE NO BANK ACCOUNTS

☐ Show Inactive Bank Accounts



Welcome to our Payments Portal



Anna Strait
Jobomax Global LTD

HOME **BILLS**

BANK ACCOUNTS PROFILE AUTO PAY

Bank Account Information

* NAME ON ACCOUNT

* BANK ACCOUNT TYPE

* ROUTING NUMBER

* ACCOUNT NUMBER

* RE-ENTER ACCOUNT NUMBER

PRIVATE? ☐

Billing Address and Phone

* BILLING ADDRESS

* CITY

* COUNTRY

* STATE

* ZIP

YOUR PHONE NUMBER

SAVE

CANCEL

Fill out your complete account information on this page. To find routing number and account number, look on a check. Example below:

Ms Jane Doe
123 Main St
Boulder, CO 80301

Date

Pay to the Order Of \$

Dollars

Memo Signature

123456789 0987654321 1001

Routing

Account



Welcome to our Payments Portal



Anna Strait
Jobomax Global LTD

HOME

BILLS

PAY

VIEW BILLS

VIEW PAYMENTS

Lastly, click on the “Bills” tab and then the “Pay” tab.
Here you can pay an invoice. And select the day you want the payment to go through.

Bill # INV-4677

Notes



Pay From:

Bank Account ▼

Choose Account:

ADD BANK ACCOUNT

Pay On:

04/26/21

Amount Due: \$1.00

Credits To Apply: \$0.00

Total Payment:



Download Invoice



This bill has not been paid.



In the event that you forgot your login information. Bill.com requires you to insert the email address associated with the account.

Forgot Your Password?

Email

Reset

Cancel

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After entering your email address, you will see this message. You can close this tab and wait for an email to arrive in your inbox. Be patient, as this could take up to 10 minutes.

Forgot Your Password?

If the address is associated with a customer account, an email will be sent with login instructions

If you don't receive this e-mail, please check your spam folder or contact Customer Support for further assistance.

Login

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PR

Password Reset

We've reset your password to pay Jobomax Global LTD

To: anna.strait@africa-housing.com

After a couple of minutes, you will receive an email like this. Click the link to make a new password and login to your account.

Make note of your new password in a secure location.

Inbox - Africa-Housing 2:42 PM



To log in to the website where you pay invoices for Jobomax Global LTD, go to:

<https://app01.us.bill.com/p/africahousing?emailenc=%21bANGKlqkhKj9mrNfbATp%2FnCXQjz%2FM%2Bt7hJFvc45pNSJFRDrMLUDg9MnJaYPsozIY&passwordenc=%21b5uHSwORXmhJQqHFHcjBB0St%2BmTcQF%2FRUmo8ssF%2FH5FQ%3D&directLogin=1&rspw=1>

Thank you,

Jobomax Global LTD

For your security, double check all email links before clicking them to make sure they're safe. Our links always start with <https://app01.us.bill.com>, <http://www.bill.com> or <http://www.cashflow.bill.com>. Be cautious when sharing your information by email or phone.

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