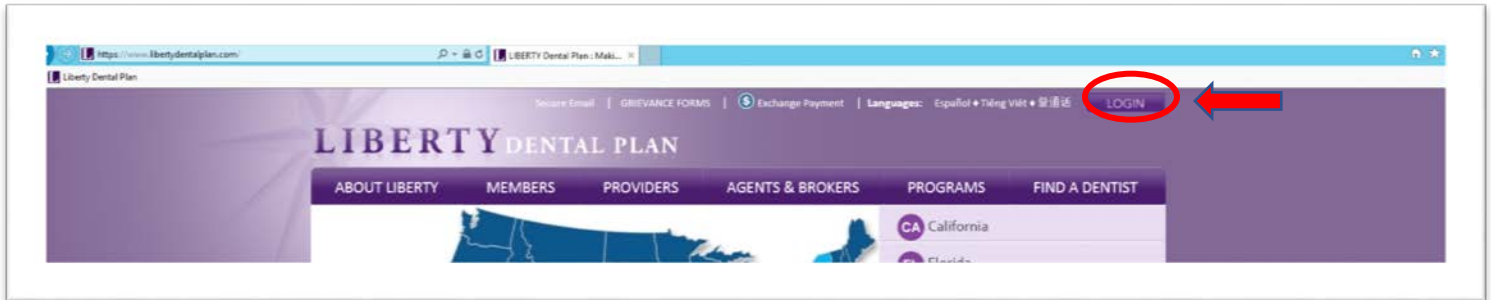


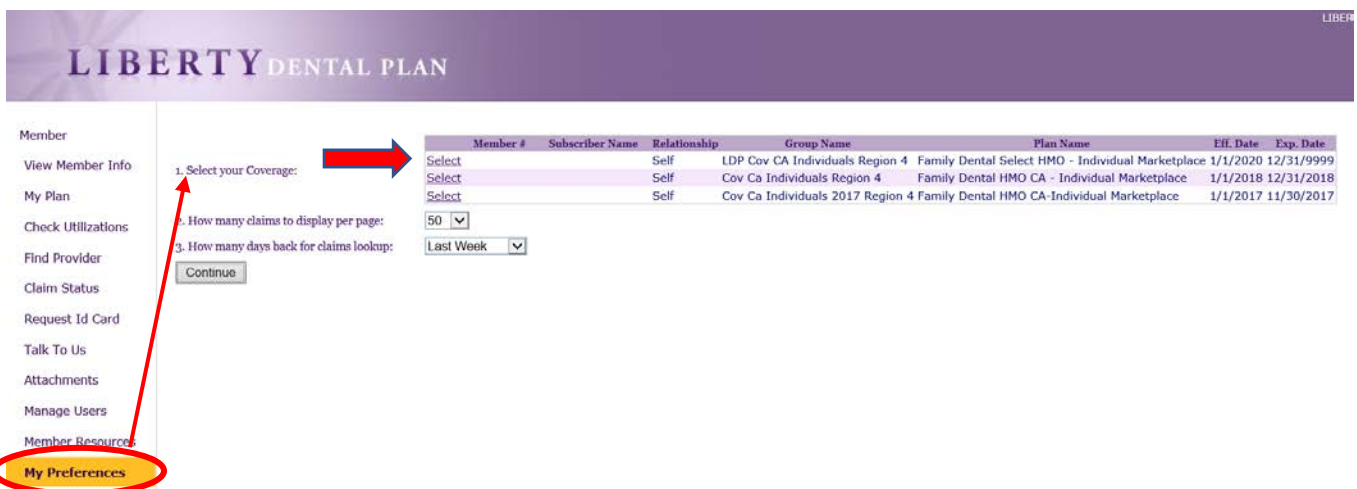
# Making Your LIBERTY Exchange Dental Plan Payment in 5 Easy Steps

This tutorial is for members who have purchased a **LIBERTY Individual Exchange Plan**.

- 1) From <https://libertydentalplan.com>, select  to access your existing account, or create a new one.



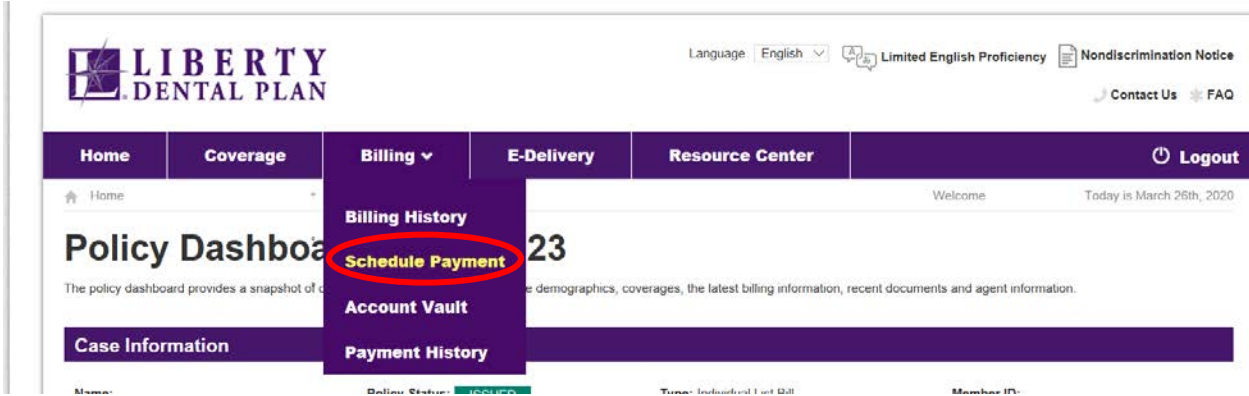
- 2) Navigate to the 'My Preferences' page, then **select the appropriate plan coverage year**.  
**New user?** Upon initial log-in, you will be directed to the 'My Preferences' page.  
**Existing user?** Click 'My Preferences' on the left menu pane.



- 3) Select, 'Billing 2020' on the left menu pane to be redirected to the appropriate payment website.



4) Once redirected to the payment website, under the 'Billing' dropdown, select 'Schedule Payment.'



5) Complete the required fields, then click 'Schedule Payment.'

## Schedule Payment

You can make a one-time electronic payment on the form below. You may choose to pay the total amount, add/or a past amount or another amount. You may also select a preferred account.

**Schedule a Payment for Bill Period: 04/01/2020**

**Payment Terms and Condition**

[One-time payment authorization](#)  
Today 03/26/2020 you are scheduling a one-time payment of \$0.00 to be debited from your payment card ending in 3139 on or after 03/26/2020.  
Do you authorize LIBERTY Dental Plan to initiate a one-time debit from your payment card for your premium?

[Notice to change/cancel required](#)  
Payments cannot be cancelled within 4 business days of scheduled date.

[Account Holder Agreement](#)  
You confirm that:

1. You are the account holder and agree the policy premium may be deducted from your payment card.
2. You agree to the terms and conditions of this authorization and approve this one-time debit.
3. You agree this payment may be processed by a third-party vendor on behalf of LIBERTY Dental Plan

**Payment Amount**

Pay Total Amount (\$8.45)  
 Pay Past Due (\$0.00)  
 Pay Other Amount \$ 0.00

**Payment Date** 03/26/2020

**Payment Account**  [Create a new Account](#)

Enable Recurring Draft with this Online Payment.  
Your Account will be automatically Billed every month on your Draft Date.

I agree to the payment's terms and conditions.

**SCHEDULE PAYMENT**