

Add Wallet & Enroll in Autopay

To enroll in Autopay or make one-time payments from My Account, you must first add payment method to **Wallet**.

- Access My Account at our secure website www.awwu.biz by clicking Pay/Login
 - *For the best viewing experience on mobile device, simply turn it sideways (landscape mode).*

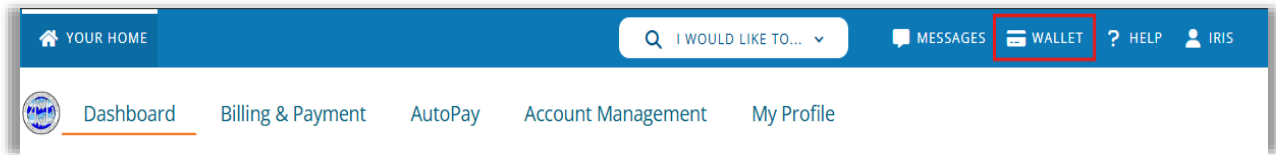


- Enter your unique **Username/E-mail** and Password

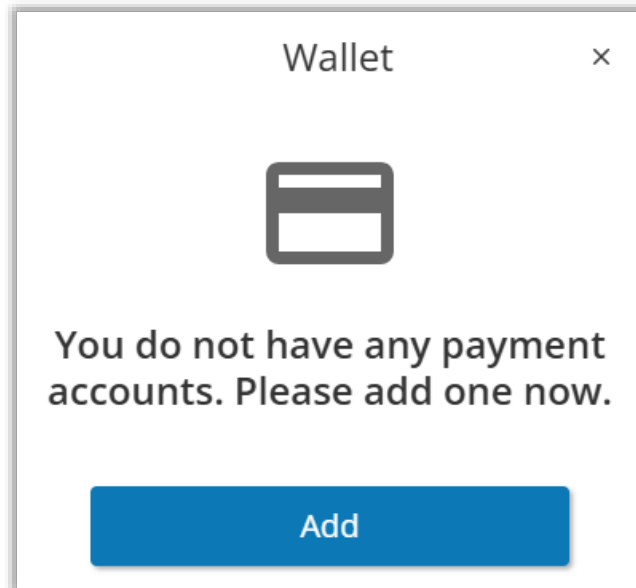
A screenshot of the "Sign in to My Account" form. It has a title "Sign in to My Account" at the top. Below the title are two input fields: "Enter your email address" and "Enter your password" with a toggle icon. A blue "Sign In" button is centered below the fields. At the bottom, there is a link that says "Forgot your Password?".

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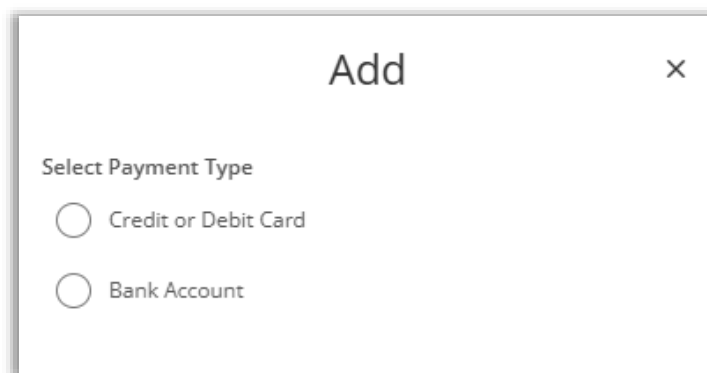
- Navigate to **Wallet**



- The message below indicates the **Wallet** is empty. Click **Add** to enter a payment method.



- Select Payment Type (Credit or Debit Card/Bank Account)



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- Enter **Credit or Debit Card** or **Bank Account** information. Click **Save**


Add

Select Payment Type

Credit or Debit Card

Bank Account

Supported Cards



Account Nickname

Card Number

Account Holder Name

Expiration

ZIP Code

CVC Number

By saving this payment method, I authorize Anchorage payment provider, KUBRA to store my payment method ending in ___ and agree to the [Terms & Conditions](#).

Save

Add

Select Payment Type

Credit or Debit Card

Bank Account

Account Nickname

Bank Account Type

Routing Transit Number

Bank Account Number

Confirm Bank Account Number

Account Holder Name

MEMO

331674485	1456874801	3321
Routing Number	Account Number	Check #
331674485	1456874801	3321

By saving this payment method, I authorize Anchorage payment provider, KUBRA to store my payment method ending in ___ and agree to the [Terms & Conditions](#).

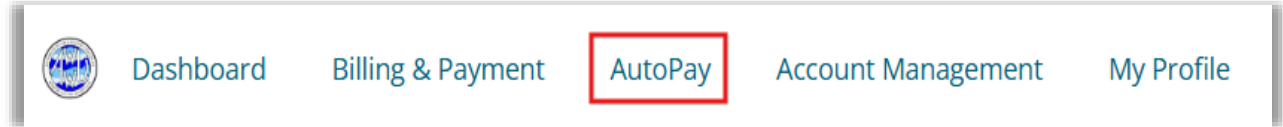
Save

You may now enroll in Autopay or make one-time payments.

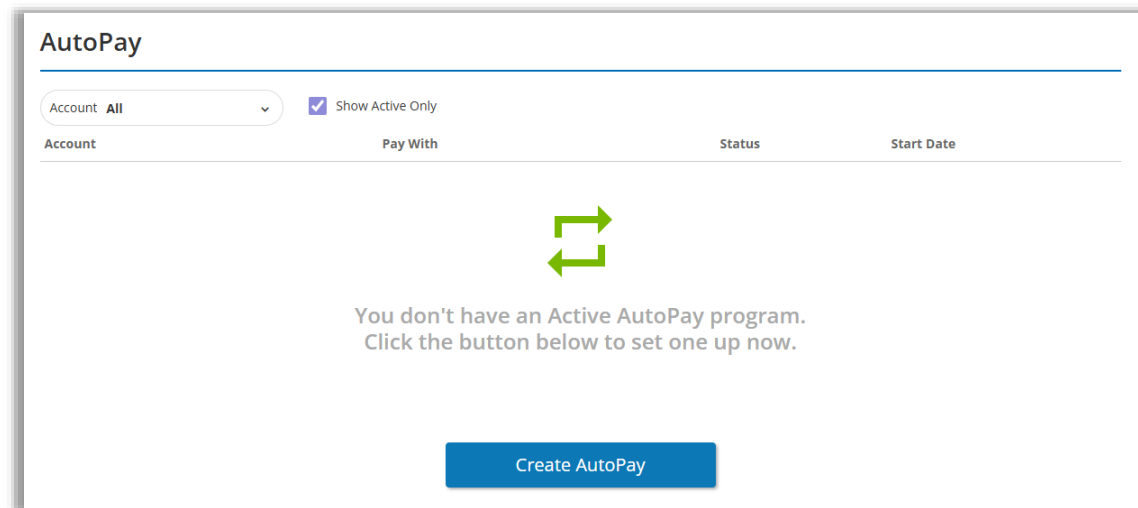
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To Enroll in Autopay

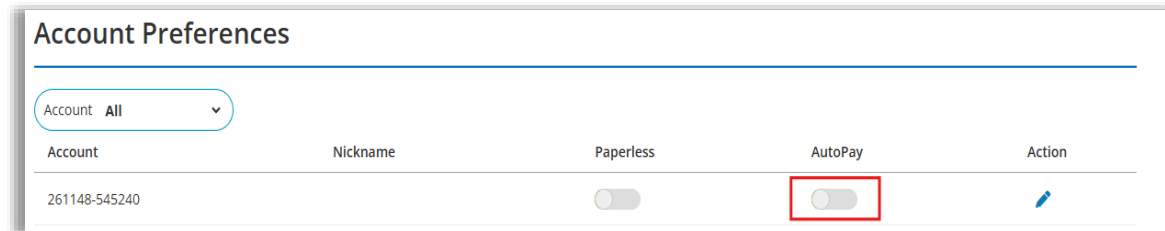
- Navigate to **AutoPay**



- Click **Create AutoPay**




- Switch AutoPay toggle on Account Preferences page



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- Select **Account** and **Pay With** from the drop-down menu.
 - *Pay With is your payment information you entered in the Wallet.*

 **Account Info** ▾

Account


Select Account No. ▾

Pay With


Select Payment Account ▾

Important: AutoPay will begin with your next billing cycle. If you currently have a balance due, please submit a one-time payment to keep your account current and avoid late fees. Once AutoPay is active, your full bill will be paid automatically for each billing cycle.

- *Leave Start and End Date section defaulted to today's date*
- *Automatic payments will not be scheduled until next billing period*
- *Until Further Notice dial will allow future automatic payments to continue*


 **Start and End Dates** ▾

Start on

01/21/2026 

Remain Active

Until Further Notice

Until 

For the next payments

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- Payment Instructions are predefined and cannot be modified. Click **Save**

Payment Instructions ▾

Pay

Full Bill amount to a max of \$

▾ Day(s) Before Due Date

Please Note: AutoPay will be applied to any future bills. You will still need to manually pay your current bill.

- Verify Autopay status is Active

AutoPay			
Account All ▾		<input checked="" type="checkbox"/> Show Active Only	
Account	Pay With	Status	Start Date
<input type="text"/>	<input type="text"/>	<input type="button" value="ACTIVE"/>	February 05, 2026