

## Set a text, email or Outlook calendar reminder to pay a bill

First click **My Account** and the **View Alerts** link under the **Bill pay alerts** section of the page to customize your alerts.

| Email                               | Mobile                   | Alert   |
|-------------------------------------|--------------------------|---|
| <input type="checkbox"/>            | <input type="checkbox"/> | Notify me each time an occurrence of a recurring series processes                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Notify me when a recurring series has only one remaining occurrence                               |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Notify me when I have a new secure message  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Notify me when a payment is scheduled that exceeds \$ <input type="text" value="0.00"/>           |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Notify me when a transaction is scheduled   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Notify me when a pay from account is approved   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Notify me when a payee is added to my bill pay account  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Notify me when a payee is deleted from my bill pay account  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Notify me when a new eBill is received  |
| <input type="checkbox"/>            |                          | Send me a list of transactions that were scheduled, stopped or skipped during my bill pay session |
| <input type="checkbox"/>            |                          | Send me a list of transactions that are scheduled to process each month                           |
| <input type="checkbox"/>            |                          | Send me a list of transactions that are paid each month   |

Then click the payee name from the Payment page to have a notifications sent by text or email when a payment is due. You decide how often and in which way you'd like to be reminded.

**Add reminder**

Payee: American Express

Delivery method:  Email  
 Short text for mobile devices

Frequency:

You can even choose to download the reminder and add it to your Outlook calendar.

**Payee details**

**Reminders**

| Delivery method | Reminder Date | Frequency | Actions   |
|-----------------|---------------|-----------|---|
| Email           | 3/13/2013     | One Time  | <a href="#">Stop</a><br><a href="#">Download to Microsoft Outlook</a> |
| Short Text      | 3/13/2013     | One Time  | <a href="#">Stop</a><br><a href="#">Download to Microsoft Outlook</a> |

Successfully added

**Additional actions**

[Edit payee](#)  
[Pending transactions](#)  
[History](#)  
[Add Reminder](#)

**Recent activity for American Express**