

How to link 22 Station, PVNC, and/or First Ascent to an existing online BILL account.

1. Click on Vendors in the right vertical toolbar
2. Click on the Dark Blue "Add vendor" box
3. Do not input vendor name. Under the Vendor name input box, click on "Advanced Search" link
4. Under the Advance Search title on the page, click on Payment Network ID (PNI) radio button
5. Copy and paste the PNI (see below) into the PNI input box and click on the blue Search box
6. The name of the Association should appear and click on the blue Connect & Pay box
7. An invite is sent to the accountant who manages the account for the Associations. She will accept and you should then be connected.

22 Station PNI is: 0103282180768809

PVNC PNI is: 0155321106941615

First Ascent PNI is: 0171365990651379