



iPay for Parents

Setting up, using and updating details



Hello **youthful curiosity**,
you've come to a **SAFE SPACE**.

1300 769 110 
hello@hubhello.com 

[Setting up/changing details via the browser](#)

[Setting up/changing details via the parent app](#)

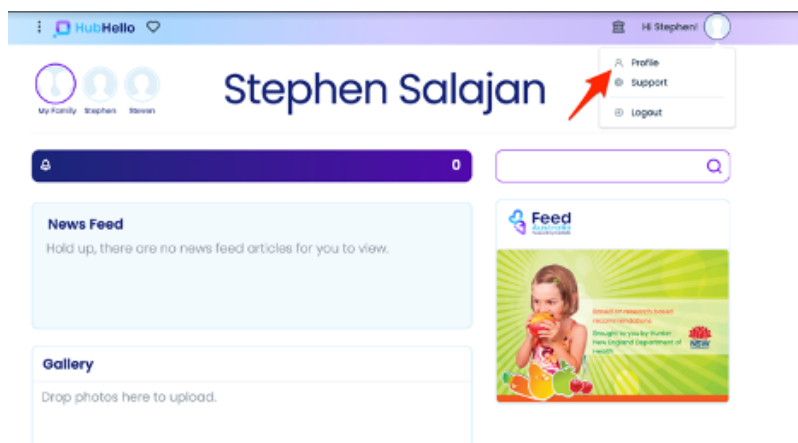
[Using iPay via the pay no button](#)

This document will guide you through how to set up and change your iPay including adding and changing your credit card and bank account details. It will also guide you through how to use the Pay Now feature.

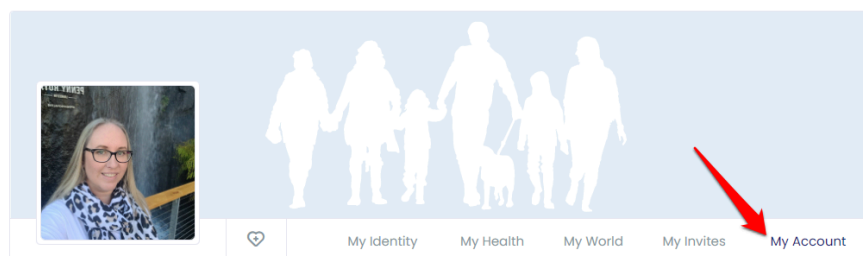
Setting up/changing details via the browser

Login to your parent portal account.

On the main screen, click on the cameo at the upper right hand side and go to 'Profile'.



Go to the 'My Account' tab.



Scroll down below and you should see this iPay section:

☒ By clicking this box, you have understood and agreed to the terms and conditions governing the debit arrangements between you, HubHello Pty Ltd and linked services as set out in this Request and in your iPay Request Service Agreement.

Payment Method

Credit/Debit Card ☒

Bank Account ☐

Name on Card

Card Number

Expiry

Tick the box to agree to the iPay request service agreement.

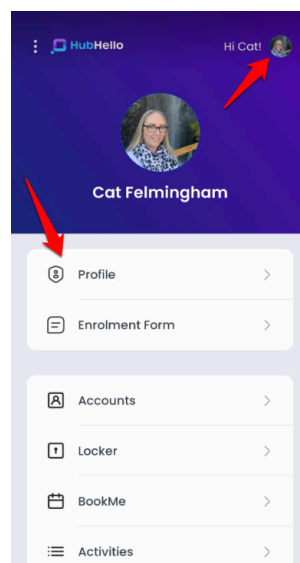
Select which payment method you would like to use and enter your details. You can also add both your credit card and bank details at the same time.

Once you've added the details, scroll down below and hit the save button. The information you have added will be sent to your child care service provider.

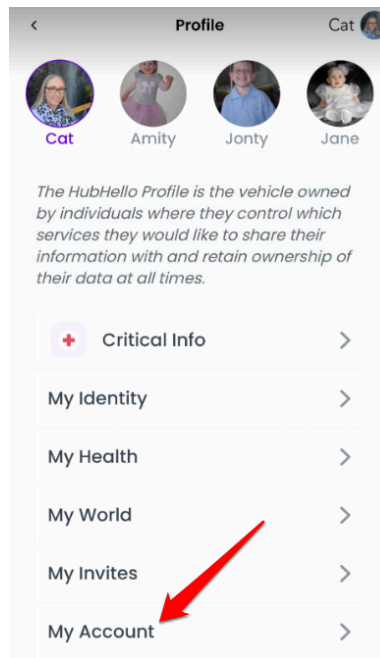
Setting up/changing details via the parent app

Login to your parent portal account.

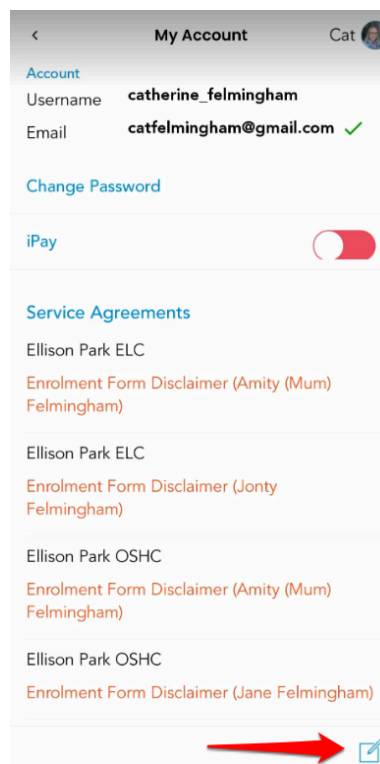
On the main screen, click on the cameo at the upper right hand side and go to 'Profile'.



Go to the 'My Account' tab.



Click on the edit icon (paper and pencil) at the bottom of the page.



Turn the iPay toggle green and click to confirm that you agree to the terms and conditions:

Cancel My Account Save

Account

Username
catherine_felmingham

Email
catfelmingham@gmail.com

Change Password

iPay

☐ By clicking this box, you have understood and agreed to the terms and conditions governing the debit arrangements between you, HubHello Pty Ltd and linked services as set out in this Request and in your [iPay Request Service Agreement](#).

Turn the toggle green for credit card or bank account to enter your details.

Cancel My Account Save

Payment Method

Credit/Debit Card

Name on Card

Card Number
0000 0000 0000 0000

Expiry
MM/YYYY

Bank Account

Bank Name

Branch

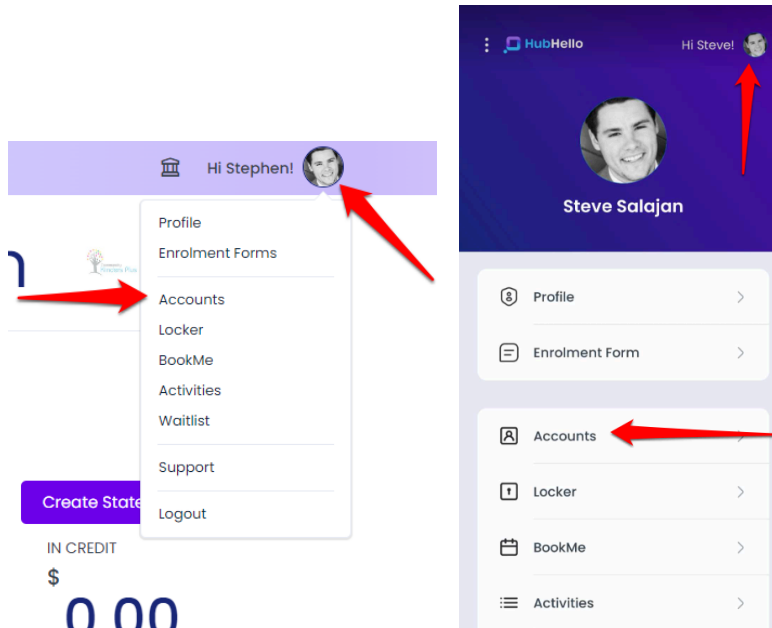
Branch Number (BSB)

Account Number

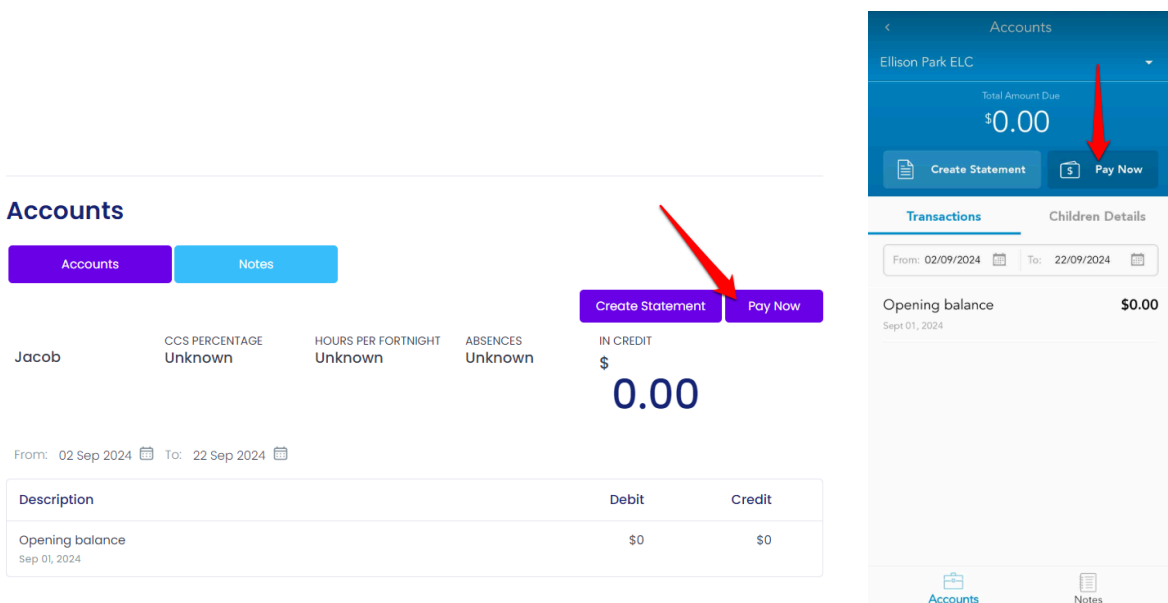
Once you've added the details, go to the top of the page and hit the save button. The information you have added will be sent to your child care service provider.

Using iPay via the pay now button

Go to your cameo in the top right hand corner and select Accounts.



You will now see a 'Pay Now' button.



Complete the amount you would like to pay and click on save. You will receive a confirmation that your payment is being processed.

For further assistance please contact your child care provider.