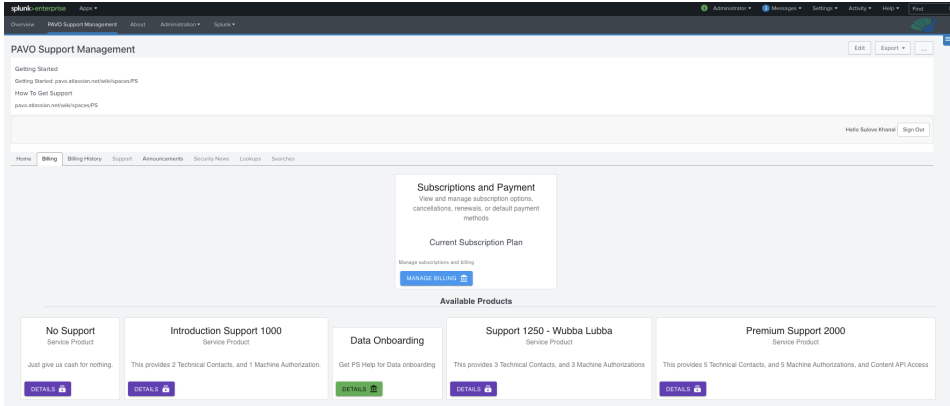


Pavo Support - Billing Guide

Follow these steps to set up your default payment source.

1. Proceed to the PAVO Support Management tab, and click on **Billing**.
2. Click on **Setup Payment Sources** (in red).
3. Click on **+ Add payment method**. Enter your payment information and click Add.
4. Once added, click on **Return to Aplura, LLC**.
5. You should be brought back to the Billing tab. You will now see various available support options.



6. To find out more about the varying support levels, click on any of the labels that say **Details**.
7. Once you find the support plan you are looking for, under the **Details** label, click on the plan option & hit **Subscribe**. You will see a pop up that asks you to confirm your subscription. Click ok, and you should receive a *successfully subscribed* message if successful. Other support options will no longer be visible to you.
8. Refresh the page to view your current subscription plan.

Now, let's proceed to get you set up with our support portal [PAVO Support - Portal Guide](#)