

# Registering for your Allpay Online Account

## Step 1:

Click on the 'Register' button (circled below)

**allpay** Internet Payments

Welcome to Internet Payments

Sign in

**Enter your email address:**

**Enter your password:**

[Forgot password?](#)

**Sign In**

**Register**

[Need help?](#)

## Step 2:

Fill in your account details and personal details

allpay Internet Payments

Existing customer? [Sign in](#)

### Register

Please complete all of the following fields to sign up to allpay Internet Payments

<b>Account details</b>	<b>Personal details</b>
<b>Email address:</b> <input type="text"/>	<b>Title:</b> <input type="text" value="Please Choose"/>
<b>Password:</b> <input type="password"/>	<b>First name:</b> <input type="text"/>
<b>Confirm password:</b> <input type="password"/>	<b>Last name:</b> <input type="text"/>
<b>Security question:</b> <input type="text"/>	
<b>Security answer:</b> <input type="text"/>	

**Terms and Conditions:**

I accept allpay's Terms and Conditions

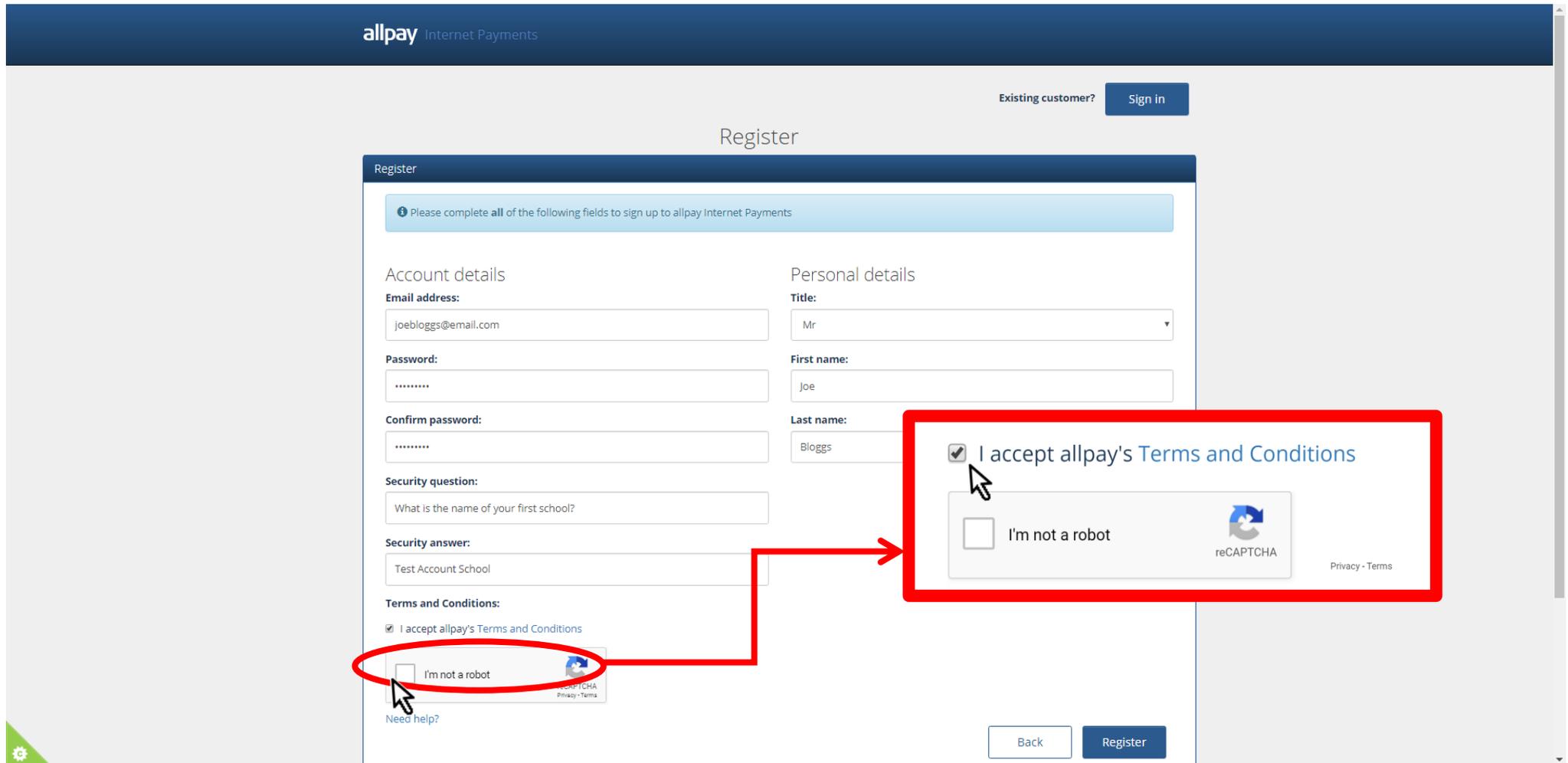
I'm not a robot  [Privacy](#) [Terms](#)

[Need help?](#)

[Back](#) [Register](#)

## Step 3:

Click the tick box 'I accept allpay's Terms and Conditions'



allpay Internet Payments

Existing customer? [Sign in](#)

### Register

Please complete **all** of the following fields to sign up to allpay Internet Payments

**Account details**

**Email address:**

**Password:**

**Confirm password:**

**Security question:**

**Security answer:**

**Terms and Conditions:**

I accept allpay's Terms and Conditions

I'm not a robot  [Privacy - Terms](#)

[Need help?](#)

**Personal details**

**Title:**

**First name:**

**Last name:**

I accept allpay's Terms and Conditions

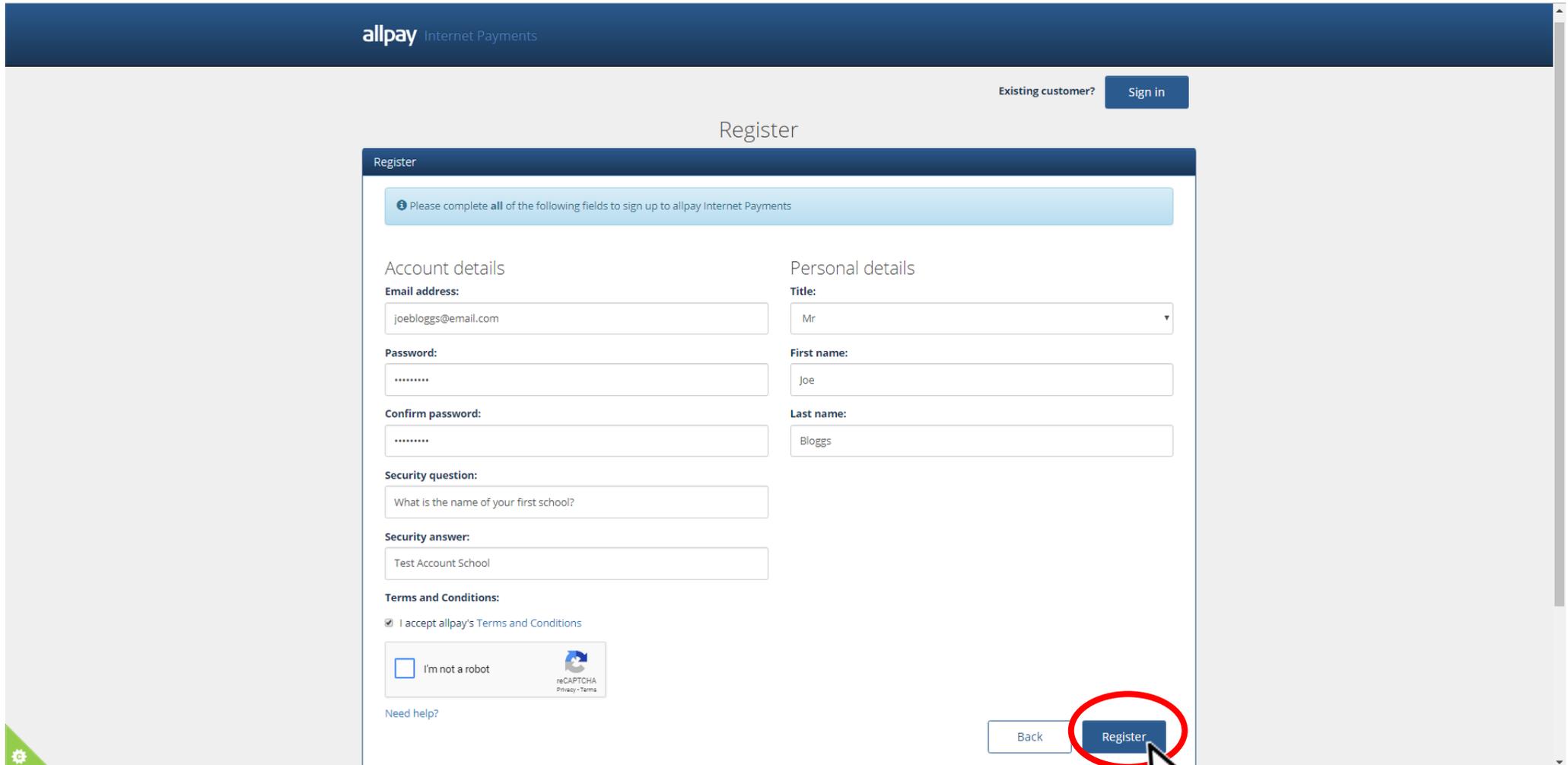
I'm not a robot  [Privacy - Terms](#)

[Back](#) [Register](#)



## Step 4:

Click the blue 'Register' button (circled below)



allpay Internet Payments

Existing customer? [Sign in](#)

### Register

Please complete all of the following fields to sign up to allpay Internet Payments

**Account details**

**Email address:**  
joebloggs@email.com

**Password:**  
.....

**Confirm password:**  
.....

**Security question:**  
What is the name of your first school?

**Security answer:**  
Test Account School

**Terms and Conditions:**  
 I accept allpay's Terms and Conditions

I'm not a robot   
reCAPTCHA  
Privacy - Terms

[Need help?](#)

**Personal details**

**Title:**  
Mr

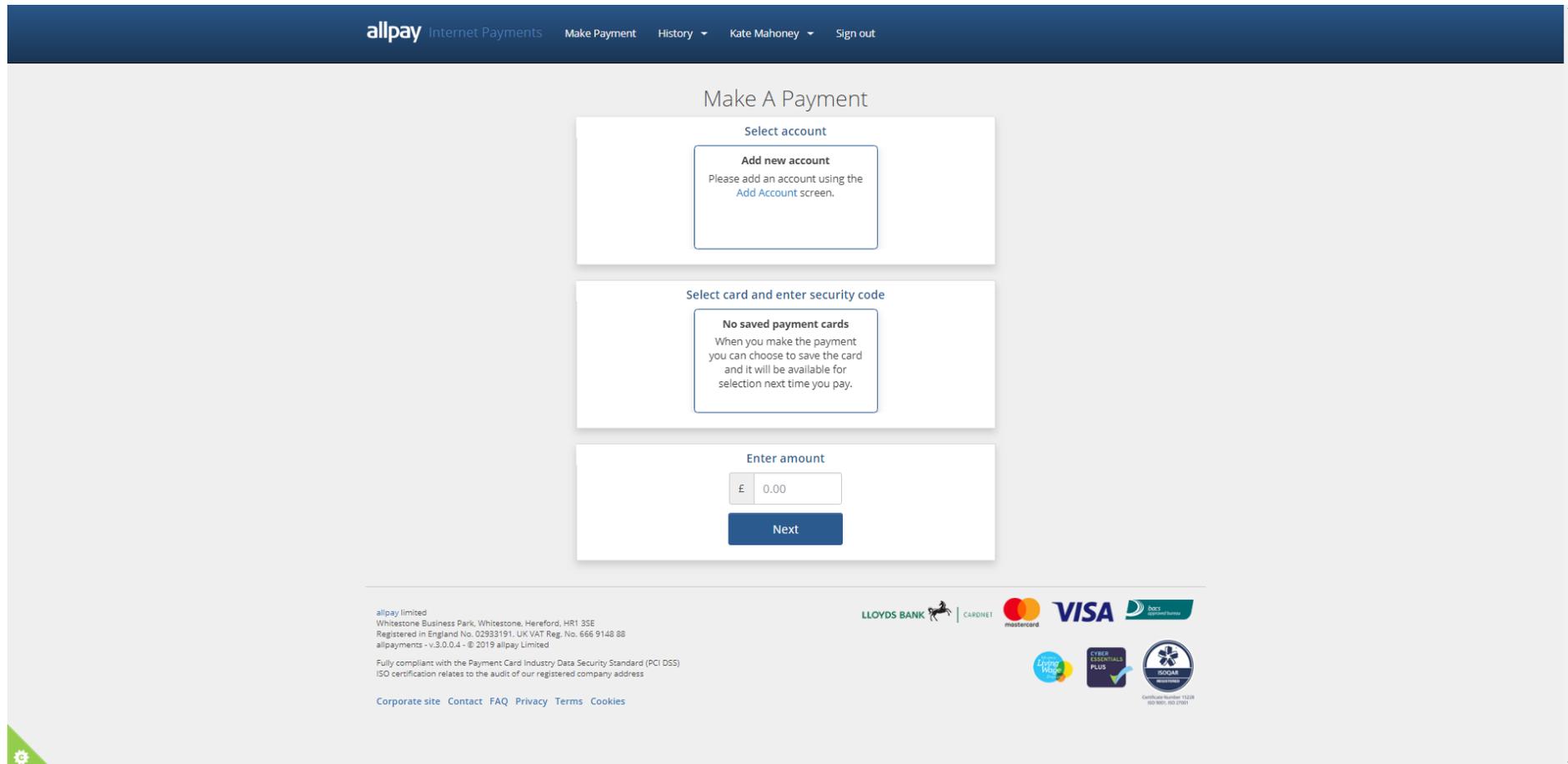
**First name:**  
Joe

**Last name:**  
Bloggs

[Back](#) [Register](#)

## Step 5:

You should have now received an email confirming your new account has been created. You will now see this screen:



allpay Internet Payments Make Payment History Kate Mahoney Sign out

### Make A Payment

**Select account**

**Add new account**  
Please add an account using the [Add Account](#) screen.

**Select card and enter security code**

**No saved payment cards**  
When you make the payment you can choose to save the card and it will be available for selection next time you pay.

**Enter amount**

£ 0.00

Next

allpay limited  
Whitestone Business Park, Whitestone, Hereford, HR1 3SE  
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Fully compliant with the Payment Card Industry Data Security Standard (PCI DSS)  
ISO certification relates to the audit of our registered company address

[Corporate site](#) [Contact](#) [FAQ](#) [Privacy](#) [Terms](#) [Cookies](#)

LLOYDS BANK | CARDNET | mastercard | VISA | DASH

CYBER ESSENTIALS PLUS | ISO 27001

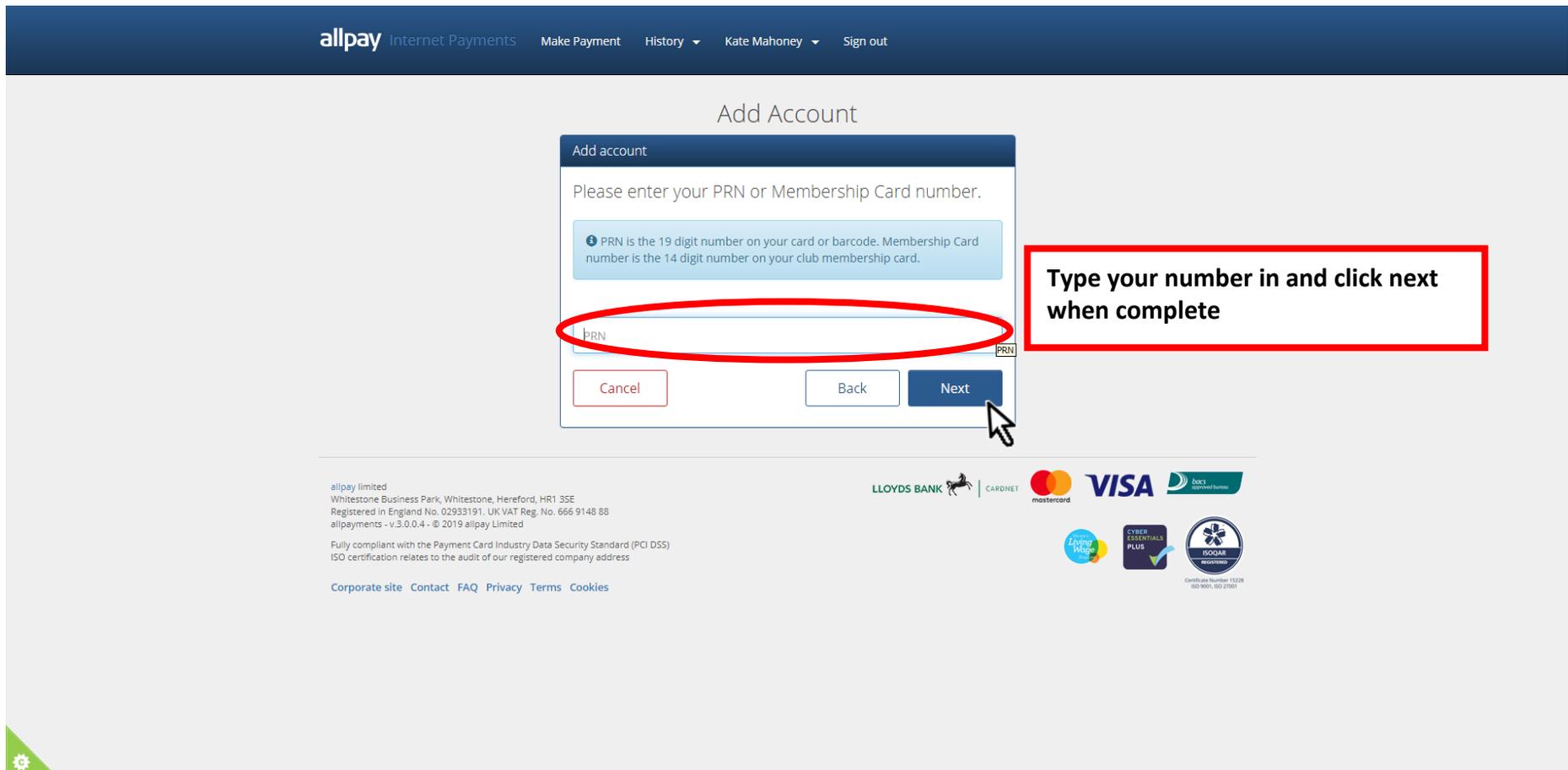
## Step 6:

You will now need to add your allpay account information.  
Click 'Add account' (circled below)

The screenshot shows the 'allpay Internet Payments' interface. The main heading is 'Make A Payment'. Underneath, there are three sections: 'Select account', 'Select card and enter security code', and 'Enter amount'. In the 'Select account' section, the 'Add new account' link is circled in red. A red arrow points from this link to a larger red-bordered box on the right. This box contains the text: 'Add new account Please add an account using the [Add Account](#) screen.' Below this box is a mouse cursor icon. The 'Select card and enter security code' section shows 'No saved payment cards' and a 'Next' button. The 'Enter amount' section shows a currency selector set to '£' and a value of '0.00', with a 'Next' button below it. The footer contains company information, logos for Lloyds Bank, Cardnet, Mastercard, Visa, and iDAS, and various certification logos like Living Wage, Cyber Essentials Plus, and ISO 27001.

## Step 7:

You will now need to enter your allpay number (found on your allpay card). Please contact your housing officer if you don't know what your number is.



allpay Internet Payments Make Payment History Kate Mahoney Sign out

### Add Account

Add account

Please enter your PRN or Membership Card number.

PRN is the 19 digit number on your card or barcode. Membership Card number is the 14 digit number on your club membership card.

PRN

Cancel Back Next

Type your number in and click next when complete

allpay limited  
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ISO certification relates to the audit of our registered company address

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