

# Hyundai Online Portal ACH Payment Processing User Guide

1. Click on 'I'm not a robot' to proceed.



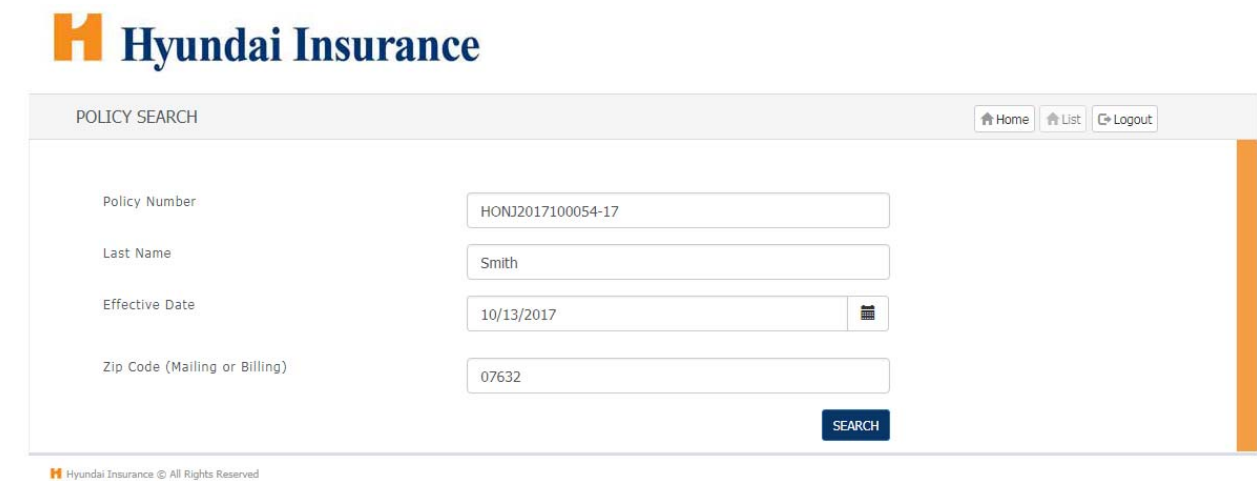
The screenshot shows the Hyundai Insurance login page. At the top left is the Hyundai Insurance logo. The page title is "LOGIN". In the top right corner, there are links for "Home", "List", and "Logout". The main content area contains a reCAPTCHA widget with the text "I'm not a robot" and a checkbox. An orange arrow points to the checkbox. Below the checkbox is a "Remember I'm not a robot" option. To the right of the widget is a "reCAPTCHA" logo and links for "Privacy" and "Terms". At the bottom right of the widget area are two buttons: "LOGIN" and "NEW USER". The footer contains the text "Hyundai Insurance © All Rights Reserved".

2. Click on 'New User'.



This screenshot is identical to the previous one, but the orange arrow now points to the "NEW USER" button located at the bottom right of the login widget area.

3. Complete below using information from a policy or an invoice then click on 'search'.



The screenshot shows the Hyundai Insurance Policy Search page. At the top left is the Hyundai Insurance logo. The page title is "POLICY SEARCH". In the top right corner, there are links for "Home", "List", and "Logout". The main content area contains a search form with the following fields:

- Policy Number: HONJ2017100054-17
- Last Name: Smith
- Effective Date: 10/13/2017 (with a calendar icon)
- Zip Code (Mailing or Billing): 07632

A "SEARCH" button is located at the bottom right of the form area. The footer contains the text "Hyundai Insurance © All Rights Reserved".



4. Enter your email and create Login ID/Password then press 'submit'.



REGISTER

Home List Logout

Email

Login ID

Password

Retype Password

SUBMIT

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5. Click on 'Login' after creating ID/Password then new window will pop up. Input Login ID and password then press 'submit'.



LOGIN

Home List Logout

LOGIN

NEW USER

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Login - Google Chrome

Secure | https://mypolicy.hyundaiinsuranceusa.com/hmfconsumer/auth/hmfconsumer/ap...

Hyundai Insurance

LOGIN

USER NAME

Password

SUBMIT

6. Passcode will be sent to your email. (Sample Passcode email shown below)  
Enter passcode then press 'submit'.

Confirmation @Hyundaiinsuranceusa.com Confirmations@hyundaiinsuranceusa.com via maple-tech.com 4:53 PM (0 minutes ago) ☆  
to me  
John Smith,  
In order to access Hyundai's Consumer Portal, please enter the following passcode to complete your login process.  
CODE: 99963130  
Your passcode will expire in 5 min.  
This email has been sent from an auto-notification system that cannot accept incoming email. For all inquiries, please contact us at [855-436-3467](tel:855-436-3467) (Mon-Fri: 9AM to 6PM) or email us at [HyundaiProducts@Hyundaiinsuranceusa.com](mailto:HyundaiProducts@Hyundaiinsuranceusa.com).

7. After you login, the main screen will change as below and you can click on 'Policy List' to proceed with payment.  
Select the policy and then click on 'policy details'.

8. Basic policy information and outstanding balance will be shown as below. Click on 'make payment' to proceed with payment.



POLICY RECORDS Home List Logout

General Agent:	C&M First Services Inc.		
Producer:	C&M First Services Inc.		

**POLICY INFORMATION** ▲


Policy Number:	HONJ2017100054-17	Status:	Active
Effective Date:	10/13/2017	Expiration Date:	10/13/2018
Billing Plan:	Full Payment	Payment Due By:	10/13/2017
Current Balance Due:	\$863.00		
Total Outstanding Balance:	\$863.00		

**INSURED INFORMATION** ▲

First Name:	John	Last Name:	Smith
Date of Birth:	01/01/1975	Phone:	(123) 123-1234
Mobile:		Fax:	

**ADDRESS DETAILS** ▲

Mailing Address:	300 Sylvan Avenue, Englewood Cliffs, NJ 07632
Billing Address:	300 Sylvan Avenue, Englewood Cliffs, NJ 07632

 [MAKE A PAYMENT](#)

8. Payment screen will look like following.

Click on 'add a new bank' and then input the account number/routing number and then click on 'Save Bank'.

Read the terms and conditions and select 'I agree' then click on 'Pay' to move forward.



MAKE A PAYMENT Home List Logout

### Authorize Payment

Policy Number:	HONJ2017100054-17	Name:	John Smith
Total Balance:	\$863.00	Due Date:	10/13/2017
Amount Due:	\$863.00		
Authorization Date:	<input type="text" value="10/13/2017"/>	Authorization Date:	10/13/2017

Amount to Pay:

Use Selected Bank

Add a new bank

Account Nickname:

Account Number:

Re-Enter Account Number:

Routing Number:

Account Type:

Authorization Terms and Conditions

Electronic Authorization Agreement for Single ACH Debit Transaction

Do you accept the terms and conditions?  I agree.  I do not agree.

A bank must be selected.



MAKE A PAYMENT Home List Logout

### Authorize Payment

Policy Number:	HONJ2017100054-17	Name:	John Smith
Total Balance:	\$863.00	Due Date:	10/13/2017
Amount Due:	\$863.00		
Authorization Date:	<input type="text" value="10/13/2017"/>	Authorization Date:	10/13/2017

Amount to Pay:

Use Selected Bank

Bank Nickname: My Bank

Bank Account Number: \*\*\*\*\*1234

Bank Routing Number: \*\*\*\*\*0339

Add a new bank

Authorization Terms and Conditions

Electronic Authorization Agreement for Single ACH Debit Transaction

Do you accept the terms and conditions?  I agree.  I do not agree.

9. Confirm the payment details and click on 'Pay Now' to submit the payment and get payment confirmation.



MAKE A PAYMENT Home List Logout

### Confirm Payment Details

Policy Number:	HONJ2017100054-17	Name:	John Smith
Total Balance:	\$863.00	Due Date:	10/13/2017
Payment Amount:	\$863.00		
Bank Nickname:	My Bank		
Bank Account Number:	*****1234		
Bank Routing Number:	*****0339		

[Back](#) [Pay Now](#)