

# Billing Instructions Guide



## Log into LTGC.com

Office Locations Place an Order Login

OUR SERVICES ▾ RATE QUOTES ▾ BUYERS & SELLERS ▾ ABOUT US ▾ ↑

## Click on Edit Profile

Office Locations Orders KIM BONTRAGER, LAND TITLE GUARANTEE COMPANY


[VIEW ACCOUNTS](#)  
[EDIT PROFILE](#)   
[LOGOUT](#)

## Click on Billing

LAND TITLE GUARANTEE COMPANY

### Update Profile


You can update and maintain your customer profile from this screen. Hitting the save button will save all changes across all of the tabs.

 Customer: KIM BONTRAGER 33157.33 / 609021 Sales Rep(s): Land Title (Company) 303-331-6348

[Contact](#) [Billing](#) [Preferences](#) [Templates](#) [Security](#) [Photo](#)

**Add your credit card.** Be sure to hit Save. After hitting Save, check that your credit is saved in the screen. You will not get any errors if it does not save.

### Credit Card Information

 Enter your credit card information. A valid credit card is required for O&E's.

Credit Cards:	First Name	Last Name	Credit Card Number	Billing Address	City	State	Zip

**Save** **Cancel**