



How to Make a COBRA Payment in Summit

Making a COBRA premium payment in Summit is easy. You have two options: through the web portal or through the Summit mobile app. Please see the instructions below. To use Summit mobile, download the mobile app from the App Store or Google Play.

How to make a payment through the web portal:

Step 1: Log in to your Summit account.

Step 2: Click **Coverages** at the top of the page. On the Coverages page, you can view your total monthly amount, balance due, current due date, and next payment information.

Step 3: Click the green **Make a Payment** button. In the Make a Payment pop-up window, your Transaction Type should read "Premium Payment."

Step 4: Select your **Payment Method** and **Bank Account**.

Step 5: Enter your **Payment Amount**.

Step 6: Select a **Payment Date**.

Step 7: Read the information and **check the box to authorize payment**.

Step 8: Click the green **Submit** button.

Your COBRA payment is complete.

How to make a payment through Summit Mobile App:

Step 1: Log in to your account, with the same information for the web portal log in.

Step 2: In the **Billing section** of the **Homepage**, you can see your current balance due and due date. If you have made a payment before, you will see the Last Payment Received information.

Step 3: Click **Pay Now** at the top of the billing section. On the Make A Payment screen, the Transaction Type should read "**Premium Payment**."

Step 4: Select your **Payment Method** and **Bank Account**.

Step 5: Enter your **Payment Amount**.

Step 6: Read the information and **check the box to authorize payment**.

Step 8: Click the green **Submit** button.

Your COBRA payment is complete.



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