

6 simple steps

for setting up automatic payments

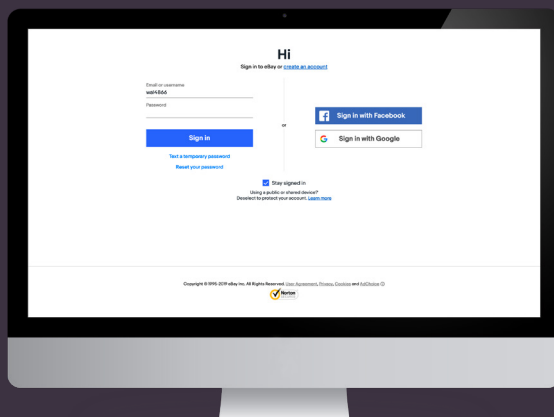


If your ads aren't going live and an error message appears on eBay, it means you still need to add an automatic payment method on your account.

Here's how to do that:

1

Open a new tab in your web browser, go to www.ebay.co.uk and click on **Sign in**.

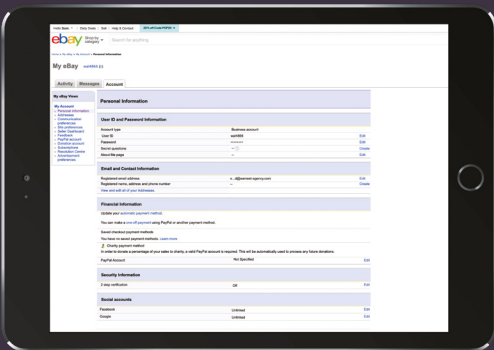
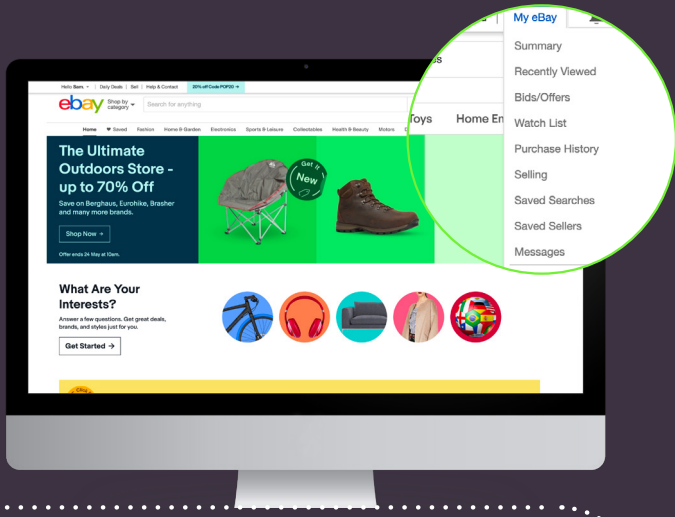


Type in your eBay Motors Pro username and password and click **Sign in**.

2

3

Now you're logged in, look in the top right-hand corner and click **My eBay** – this takes you to your account summary page.

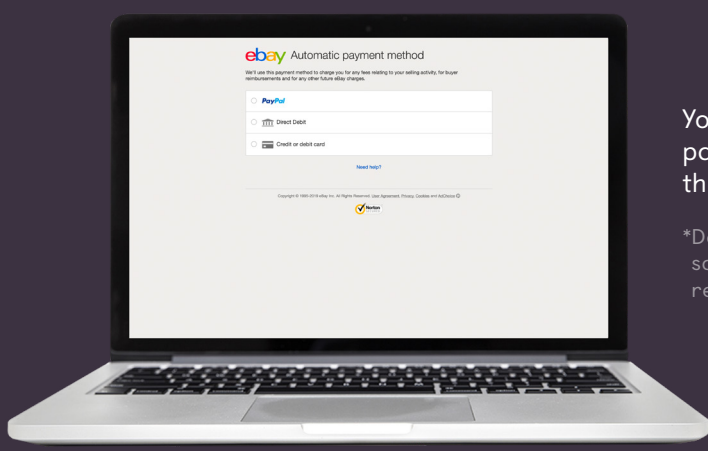
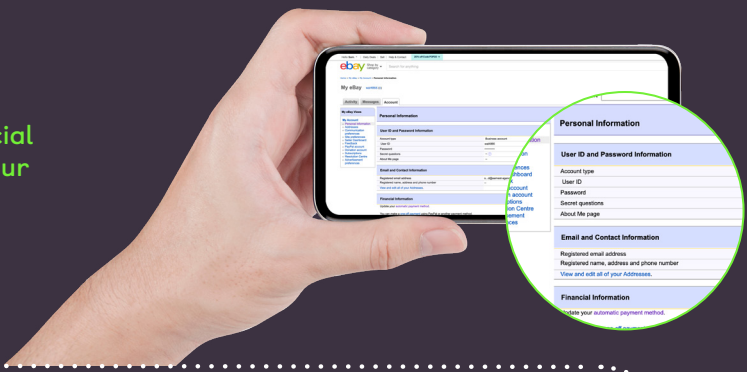


Click on **Account** and then, on the next page, click on **Personal information** in the list on the left-hand side.

4

5

Scroll down to where it says **Financial information** and click on **Update your automatic payment method**.



You're now on the **Payment Information** page*. Enter all the relevant information, then save and confirm the changes.

6

*Depending on your account, you may have to enter some information about your company before reaching the Payment Information page.

If you have any questions please contact your Account Manager

gumtreeforbusiness.co.uk/motors