

Text-to-Pay: How to update name and address on link

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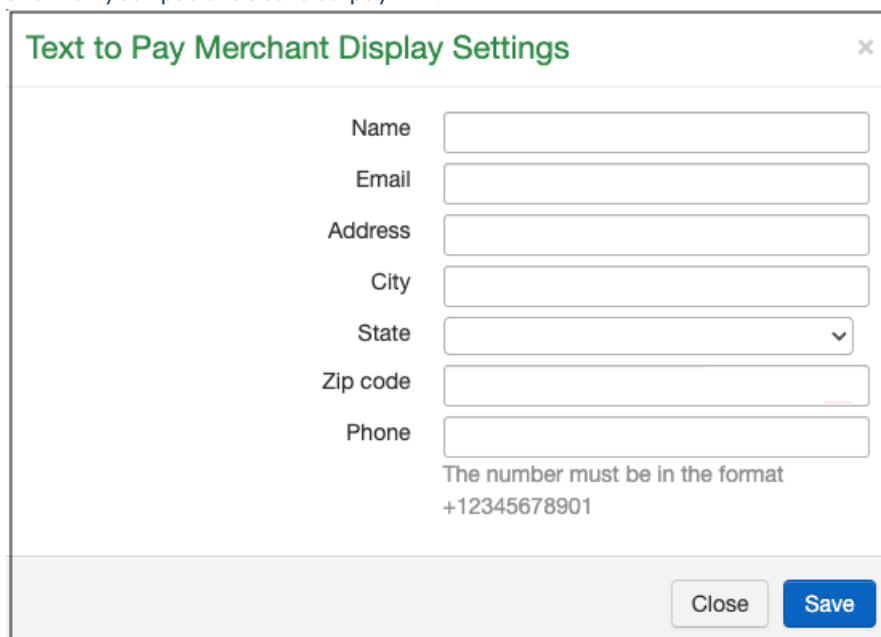
If needed, the name, email, address, and/or phone number that shows on your patient's text-to-pay link can be updated. The updates can be made per Merchant ID.

1. Navigate to **Account > Provider Settings > Patient Payments > Merchant List**



The screenshot shows a table titled "Merchant List". The table has two columns: "Merchant ID" and "Display name". Below the table header, there is a row with two empty input fields. To the right of the "Display name" input field is a blue button labeled "Text-to-Pay Display Fields".

2. Press **Text-to-Pay Display Fields**. A text box will open that will allow you to update information that will show on your patient's text-to-pay link.



The screenshot shows a dialog box titled "Text to Pay Merchant Display Settings" with a close button (X) in the top right corner. The dialog contains several input fields for updating merchant information:

- Name:
- Email:
- Address:
- City:
- State:
- Zip code:
- Phone:

Below the Phone field, there is a note: "The number must be in the format +12345678901". At the bottom right of the dialog, there are two buttons: "Close" and "Save".