

Updox KB

Update Credit Card on File

Keep your credit card info up to date so that you have no service interruptions. You may edit your credit card information or update your expiration date easily with Updox.

If you opened the Updox account initially and are our Updox Account Holder you may log in to the Updox web app [here](#) to update your credit card information.

- Click MENU
- Click Admin
- Click Billing
- Click the blue gear icon next to “Current credit card Info” to edit info.

OR*

- Request a Credit Card Update Form
Click [here](#) and give us your practice name. We will send you a credit card update form. You must complete and submit this form within 30 minutes (for your security).

*If your EHR is Practice Fusion you must request a Credit Card Update Form to update your credit card information.