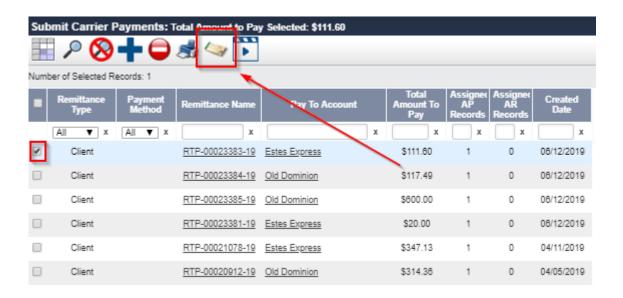# Submitting Carrier Payments

Once invoices are approved and remittances are created, you can now submit and record your payments. Submitting payments is done outside of Kuebix. In Kuebix, you can use the **Submit Carrier Payments** page to record payments made outside of Kuebix.
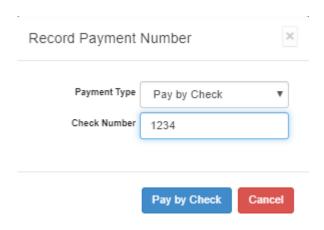
Note
This page does not allow the user to actually transmit payment to the carrier.

1. On the **Submit Carrier Payments** page, click the **checkbox** for the remittance you would like to submit for payment.
2. Click the **checkbook** icon.

3. Enter in the **Payment Type** and corresponding **reference number** (Check, ACH, Credit Card).
4. Click **Pay by Check (or ACH or Credit Card)** to record the submitted payment.

Record Payment Number   ×

Payment Type | Pay by Check   ▼ |

Check Number | 1234 |

[Pay by Check] [Cancel]

5. This record will move off of this page and will be available for review on the **Lookup Carrier Payments** page.