

REGISTER FOR ONLINE PAYMENTS WEBSITE

HOW TO REGISTER

1. Go to the Online payment website and at the bottom select **Register**.



Login

[Forgot password?](#)

Don't have an account? [Register](#)

2. Enter in your Email, Name and Password. Phone Number is optional. Select **Register**, when done.
Note: Secure passwords are at least six characters long, include capital and lowercase letters, include at least one number, and include at least one special character (!, +, @, #, /, etc.)



Register

Email required

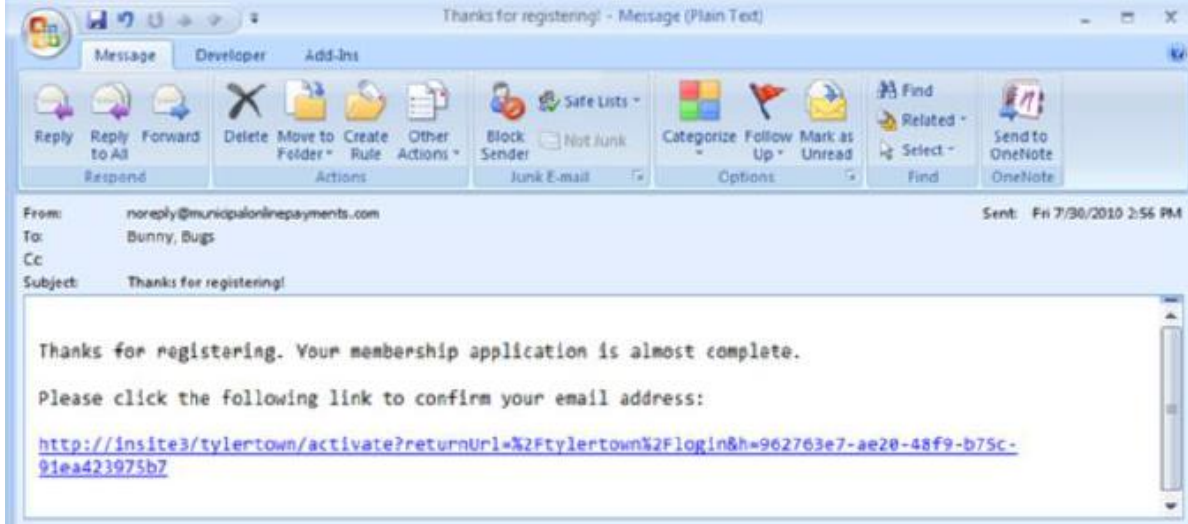
Password required

Name

Phone number

Already have an account? [Login](#)

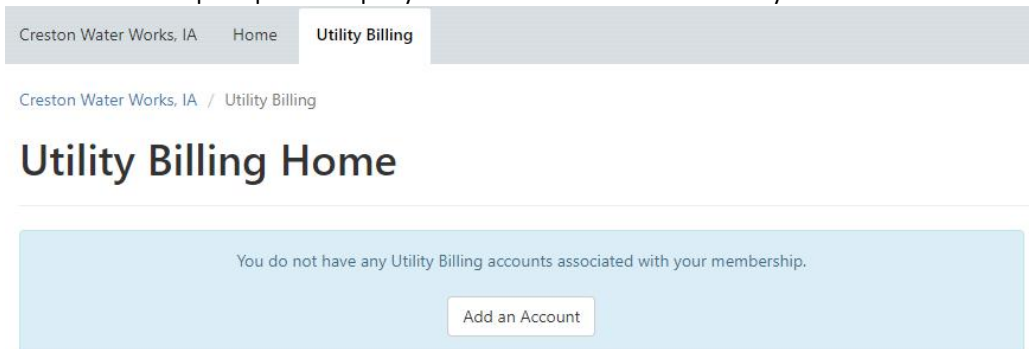
3. An email is sent to your email address to confirm that your address is correct. Check your email to find the “Thanks for registering!” email.



4. Click the link in the email to confirm your email address and activate your account. The link returns you to the login page for your online services website.
5. Log in using your email address and password.
6. Click on Link to **Add to My Services**.
7. Click on Link for Utility Billing.

Click on Add Account.

Note: You will be prompted to input your Account Number and Last Payment Amount.



Add an account to access the following features:

- View account detail
 - Transaction history
 - Address info
 - Account info
 - Consumption history
- Pay your bill
 - Pay multiple bills in one payment
 - Save credit card for future payments
- Manage multiple accounts