GETTING STARTED GUIDE
LOGIN

Use the login section to register for an account, sign into an existing account, or request for a temporary password in case you have lost or forgotten your current one.
This will be the most viewed section of your account. Here you will be able to view your monthly utility usage, history of payments, details allow you to see more bill information, and schedule a payment (dependent on support by your utility).

*The charts above are approximate representations of your usage and reading dates. Please refer to your printed bill for more accurate data.*
PAYMENT

When on the payment section you will be able to pay the amount of your choosing on your owed bill. Then you will be able to make a payment by credit/debit card or by bank draft (dependent on support by your utility). Please allow up to 24 hours for your payment to be reflected in your account.

**Commercial Accounts**: Due to the recent targeting of Commercial bank accounts by financial fraudsters, NACHA, the governing body of ACH, has passed a regulation in order to protect all holders of commercial bank accounts wishing to pay invoices via ACH transaction. If you wish to pay your utility invoice with a debit to your Commercial Bank account, you will need to sign a written, one-time authorization, and provide it to your utility company for their files. While this may seem slightly inconvenient, it is to protect YOU, the business owner from those with criminal intentions. In order to setup bank draft payments for a business banking account [click here](#).

**NOTE**: After choosing your method of payment you will be leaving the current website and be linked to our secure payment processing server in order to protect the integrity of your personal payment information and guard against identity theft.
This section may not be supported by all utility providers. If supported you will be able to schedule a payment for a future date that will automatically be processed on the scheduled date. Please allow up to 24 hours for your payment to be reflected in your account.

Account Number: 0001-00050-002

Amount*: 96.04

* Note: Credit Card payments are subject to a $10.95 convenience fee.

3/20/2015

Credit/Debit Card  Bank Draft

**Personal Accounts**: In order to setup recurring payments via bank draft, [click here].

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The manage section is used to change your account information and manage linked utility accounts. You also have the option to send a message to your utility provider.