REGISTER FOR ONLINE PAYMENTS WEBSITE <u>HOW TO REGISTER</u>

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



Login	Login

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	
ohn.smith@	example.com
Password rec	uired
Password	
Name	
John Smith	
Phone numb	er
555-123-98	76
Register	Cancel
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.
- 8. Click on Add Account.

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

Creston Water Works, IA Home Utility Billing
Creston Water Works, IA / Utility Billing
Utility Billing Home

You do not have any Utility Billing accounts associated with your membership.
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