

This guide explains the auto payment options available to Westminster utility customers and how to enroll. Auto payments are recurring, scheduled payments for your utility bill.

Available Auto Payment Types:

Full bill amount

This option will automatically pay the full bill amount on the due date, or an earlier date up to 10 days in advance of the due date.

Monthly fixed amount

This option will pay a fixed amount once a month on the day you select. Please be sure to schedule your payment date to occur between the bill date and the bill due date. This option will create late payment fees on your account if the balance drops below zero dollars.

Prerequisites:

- A Westy Water account.
- A valid credit card (Visa, MasterCard, Discover) or bank account.

Open your web browser to the main Westy Water page at <u>www.</u> <u>CityofWestminster.us/WestyWate</u> and click the "Click Here" button.



Westy Water—Westminster's new water utility customer portal

To access Westy Water and pay your utility bill



Westminister's new customer portal offers residents and customers the ability to monitor water consumption and receive emergency reak alerts via email. You'll be able to compare past water consumption, pay your water bill, and learn about water efficiency programs that could belo via swe water and money.

Data Dashboard The data dashboard allows dashboard.

NEW TO WESTY WATER? With Westy Water you can analyze your water use, receive automatic leak notifications, pay bills online, and manage multiple accounts. LOGIN Usernam 🍙 Pay Your Bill Password • X Services Remember Me S Ways To Save Payment Locations Պա Don't have an account? Register 00 on 105 © 2022 Smart Energy Water | All rights reserved. By SE

Enter your Westy Water login credentials and click "Sign In."

٩



TRACK UTILITY PAYMENTS WESTINGTON The Billing the provide access to al agetic grad events Careford and the December of the Careford access to a lage-Careford a

ENCLISH V

The Ways to Save tab lists water conservation and efficiency rebates, saving tips, and educational resources

Auto Pav



Click "Enroll in Auto Pay." *Directions for Monthly Fixed Amo

Directions for Monthly Fixed Amount re similar, but not shown.





Select either "Credit/Debit Card" or "Bank Account." Select when the bill will be paid. Select the saved payment method or add a new payment method. Click "Next."

Read and accept the payment Terms & Conditions, then click "Enroll." Your auto payment is now set up.

