



UtilityPay

Pay your utility bill online
or set up automatic payments.

Online Account Registration

Did you know by registering for an online account in the City's UtilityPay system you can save payment methods, link accounts, sign up for paperless billing, auto pay and more. With just a few simple steps your account will be registered.

1. Locate your account - you will need your account number and the first 3 characters of either your last name or business name
2. After your account is located select the most recent invoice and then click "Register Selected Invoices" located next to the grey box. Fill out the user email address, set a password and type in the secure code, uncheck paperless billing if you do not want paperless and click on complete Registration at the bottom of the page and you have registered your account. For more help, visit our FAQ section at www.hamilton-city.org/426/UtilityPay



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Saving Method of Payment

Did you know that by registering your utility account through our online payment system you can save your payment information for credit card and checking accounts? It's as easy as 1,2,3.

1. Log into your account – from launch screen click on sign in at upper right corner.
2. At your account home screen click on My Profile, then Payment Methods
3. At next screen select Add New Credit Card or Add New Bank
4. Complete the required information and save.
5. Next time you make a payment and have logged into your account your saved payment method will be available. For security reasons, only the last digits of the account will be displayed. Multiple payment accounts can be saved.
6. For additional screen shots and tips visit the FAQ section at www.hamilton-city.org/426/UtilityPay