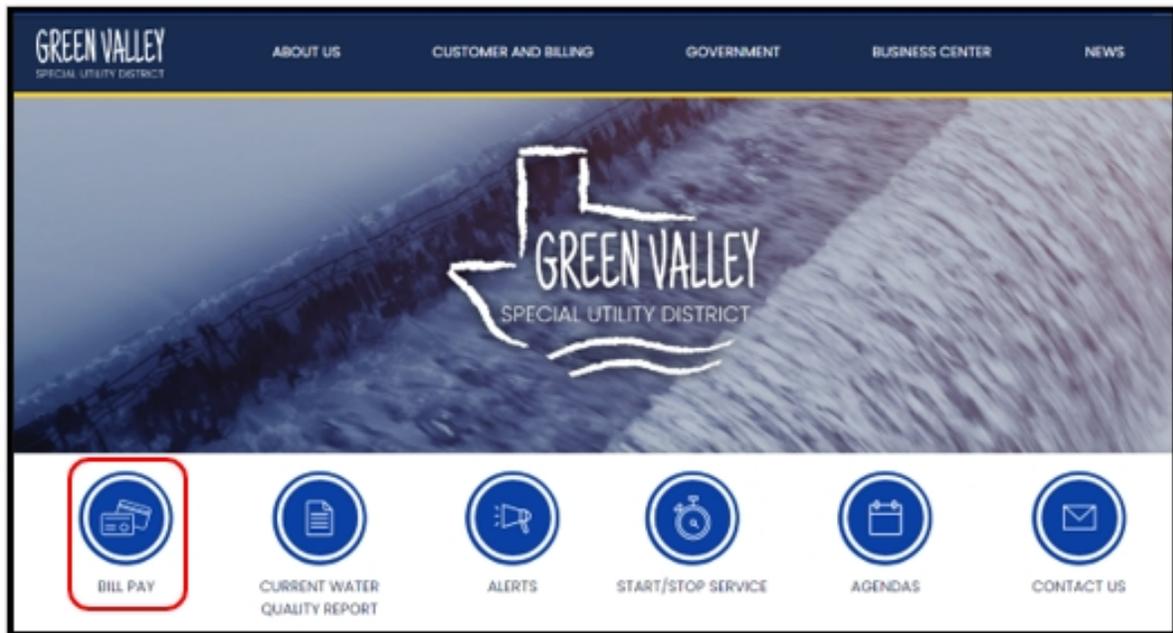# CREATE ACCOUNT PROFILE AND SET UP
AUTO PAY WITH A CREDIT / DEBIT CARD ONLY

Go to **www.gvsud.org**

- **Click on "Pay Bill"**

- **Click "Register" to create a profile**

- **Enter your information**

User Registration

Please enter the following information to register, and we will send you a temporary password to log in.

* Indicates a required field

*First Name	
*Last Name	
*Email Address	
*Confirm Email Address	
Mobile Phone Number	

Cancel   Register

- **You will receive an email with your temporary password**

Green Valley SUD
Online Bill Payment

Your registration was successful. Your temporary password has been sent from DoNotReply@LogicsSolutions.com. Once you have received your temporary password return to the Login page to log in. Your username is the email address you used to register.

Return To Login

- **Username - The email address you used to register**
- **Password - Enter the temporary password you were provided**

WELCOME TO THE NEW GREEN VALLEY SUD ONLINE BILL PAY PORTAL

You will need your PIN to pay your bill through quick pay or to link it to your account. The PIN will be the last four digits of the number that you have designated as your primary phone number on your utility account. If you do not know this number or need to update this information, please contact our office at (830) 914-2330 during normal business hours. Thank you!

Log In	Register
Username	Registering allows you to access your account information online.
Password	• View and pay bill
••••••••••••	• Manage notifications
	• View usage history
	• View billing history
	• Sign up for eBilling
	• Sign up for auto payment
Forgot Password Log In	Register

Pay Bill Without Logging In

- **Change your password**

Change Password

New passwords must meet the following standards:

- At least ten characters in length.
- Passwords must contain at least three of the following types of characters:
  - Uppercase letter
  - Lowercase letter
  - Number
  - Special characters [examples: !@#$%^&*()_-]

*New Password ‹••••••••••••›

*Please confirm the new password. ‹•••••••••••›

Save

- **To link your account click Utility**

Green Valley SUD
Online Bill Payment

Bill Summary   Link Bill   Profile

Your password has been successfully updated. Please use your new password next time you log in.

Link Bill

Service Application

Utility

- **Enter the account number**
  - Example – 12345.00
- **Enter the tenant number**
  - This is the 2 digit number after the .00
- **Enter the PIN**
  - This is the last 4 digits of the prinary phone number on the account
- **ALIAS IS OPTIONAL**
- **Click Save**

Link Bill

Please enter the information below to link your utility account to your online profile.

Account Number	12345.00
Tenant Number	98
PIN	Last 4 of primary phone number

Alias   **OPTIONAL**   Example: Home Utility Bill

Back   Next

- **Be sure to verify the Name and Service Address**
- **If they are correct, click Yes**

Link Bill

Please verify the information below is correct. Pressing Yes will complete the link.

Name	Your Name
Service Address	12345 Nowhere St. Marion. Texas 78124

No   Yes

- **You have now successfully created your profile and linked your account.**

Green Valley SUD
Online Bill Payment

| Bill Summary | Link Bill | Profile | | | |
| Update Info | Notifications | Billing History | Usage History | View Bills |

Account 12345.00 98   12345.00 98
No Payment Due

Alias	12345.00 98
Account Number	12345.00 98
Name	Your Name
Service Address	12345 Nowhere St
	Marion, Texas 78121

Current Bill	$0.00	[Billing History]
Past Due	$0.00	
Adjustments	$0.00	
Penalty	$0.00	
Payments	$0.00	
Balance Due	$0.00	[Pay Bill]
Due Date	2/10/2024	

Automatic Bill Pay

This account is not enrolled.

To enroll: make a payment and select the Automatic Bill Pay option.

View and Print Bills

Jan 19, 2024
Dec 19, 2023
Nov 19, 2023
Oct 19, 2023
Sep 19, 2023

View All

- **Click "Pay Bill"**

- **Choose Payment Amount**
- **Choose Payment Method**
- **Click Add Payment**

- **Click Setup Automatic Bill Pay**
- ****** You can only set up Automatic Bill Pay with a Credit/Debit Card**

- **If you agree to the terms and conditions check the box**
- **Click on Enroll**
- **Click Update**

- **Enter Card Information**
- **Click Submit Payment**

Total Amount Due:

* Required

Enter Credit Card Information (*Required Field)

*Name On Card

Card Type   American Express   Change

*Credit Card Number

*Expiration Date   1 ⌄   2024 ⌄

*Security Code

*Billing Address

*Billing City

*Billing State

*Billing Zip Code

☐ Store this credit card for future payments. 🛈

☑ Send email receipt.

< Back To Cart   Submit Payment

For your security, your credit card information does not get stored on this system. 🛈

- **Your home screen will show you are enrollled**

Alias	12345.00 98
Account Number	12345.00 98
Name	Your Name
Service Address	12345 Nowhere St
	Marion, Texas 78121

Current Bill	$97.85	Billing History
Past Due	$0.00	
Adjustments	$0.00	
Penalty	$0.00	
Payments	$0.00	
Balance Due	$97.85	Pay Bill
Due Date	2/10/2024	

Automatic Bill Pay

This account is enrolled.
Master Card
xxxx-xxxx-xxxx-1234
Will be paid on Feb 10, 2024.

[Deactivate]

View and Print Bills

Jan 19, 2024
Dec 19, 2023
Nov 19, 2023
Oct 19, 2023
Sep 19, 2023

View All