HOW TO LINK YOUR ACCOUNT/BILL
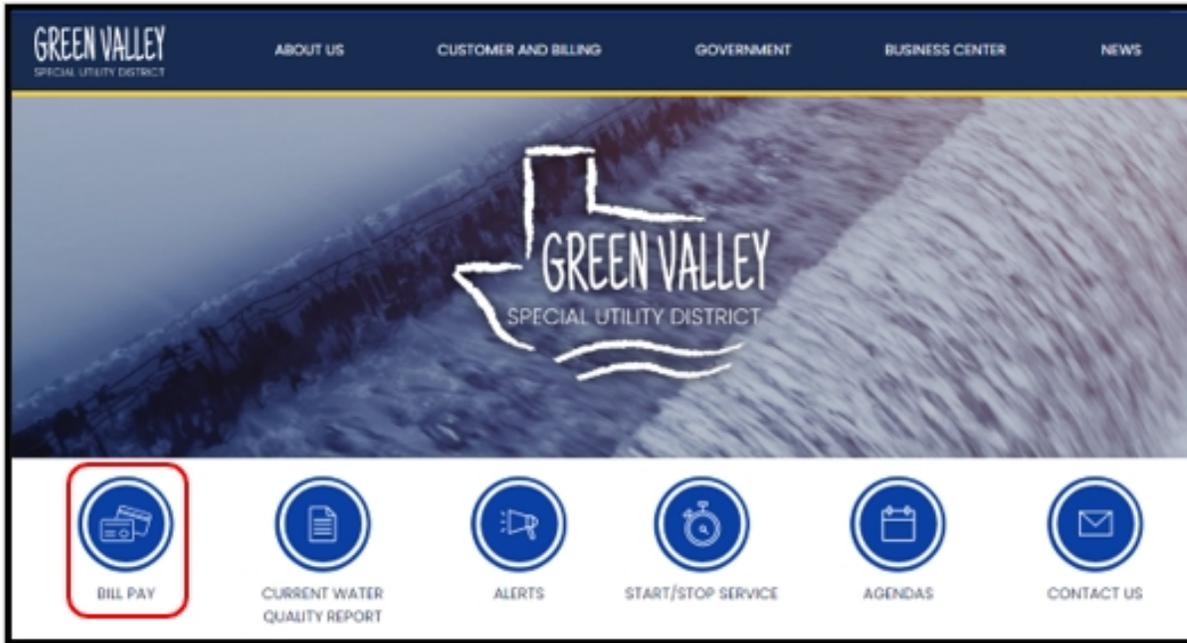
- **Click on "Pay Bill"**

- **Enter Username – This is the email associated with your account**
- **Enter Password**
- **Click "Log In"**

- **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**

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

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