

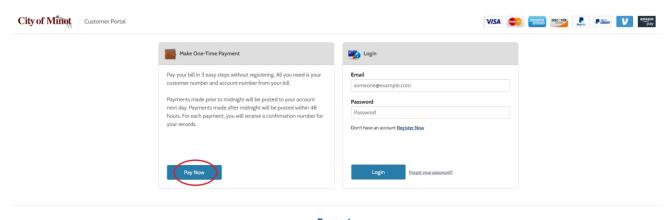
### **UTILITY BILLING**

### Making a One-Time Payment

Our online customer portal provides a safe and easy way for you to pay your utility bills online. Go to <a href="https://www.minotnd.org/billpay">www.minotnd.org/billpay</a> and click 'Make a one-time credit card payment' to begin.

## **Step 1: Enter Account Information**

At the Customer Portal, click Pay Now

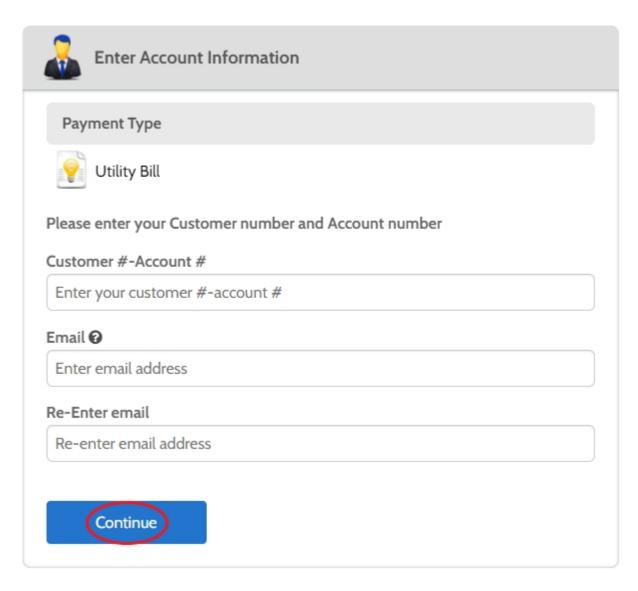


#### **Paymentus**

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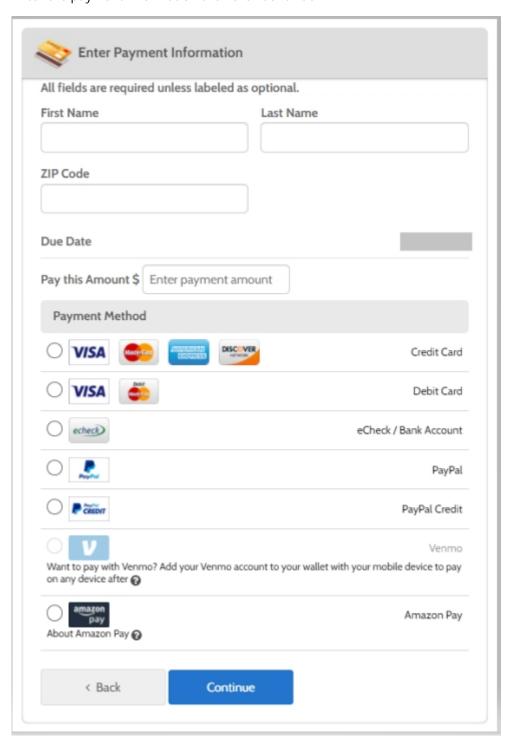
Enter your account information then click Continue

Note: For customer # - account #, include the dash between the numbers



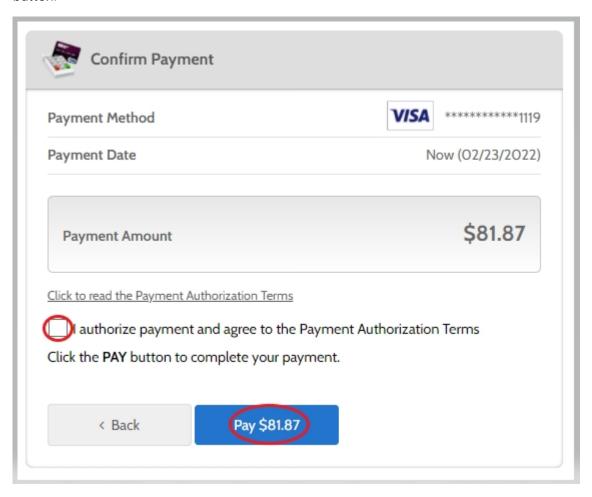
# **Step 2: Enter Payment Information**

Enter the payment information then click Continue

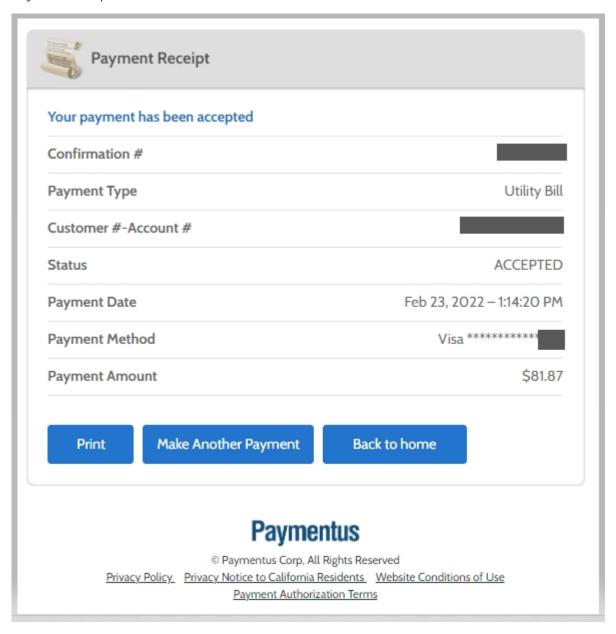


## **Step 3: Complete the Payment**

If you agree with the Payment Authorization Terms, select the authorization box then click the Pay button.



#### Payment Receipt



You will also receive an email payment confirmation from billpay@paymentus.com confirming your payment.