## **Customer Online Billing**

### Account Setup updated 04/15/2023

#### To setup Online Account

Access the website in the following ways:

- www.nbspay.net/townofnorth-sc
- Through the town's website: <u>https://townofnorth.sc.gov</u> → Select Pay Online from the menu → click the weblink below Utility Bill Online Payments

Select the option to Register Now:

Username:	This website is
Password:	SSL security
Lo <u>Forgot your na</u> rou need to be registe Not already re	gin ussword or username? red in order to view your account. egistered? Register Now!
Want to make a one-	time payment without logging In? Quick Pay

On the Register Your Account page, enter your account number and zip code. The account number must be entered with all digits including the dash.

♦ contact Town Hall if your account cannot be located ♦

Follow onscreen instructions to create your user ID and password.

An email verification will be sent, you must verify your email address by clicking the link in the email.

# **Customer Online Billing**

### Paperless and/or Text Setup updated 04/15/2023

From the My Account Summary page, select EBILL Settings, then choose paperless and text options on the next screen. Be sure to click UPDATE at the bottom of the page before exiting.

Account Sum	mary		Paperless Billing
Name: Account Number: Service Address: Mailing Address:	TOWN OF NORT 000000-0 9305 NORTH RC PO BOX 399, NO	H )AD, North, SC 29112 )RTH, SC 29112	Would you like to receive your bills by email?
Current Balance: Past Due Balance: Total Amount Due: Pending Payments:	\$ \$ \$	0.00 0.00 0.00 0.00	Yes - send them to my email address: admin@townofnorth-sc.gov
Remaining Balance: Due Date:	\$	0.00 3/10/2023	Please be aware that Town of North, SC must be promptly notified if you vacate this service address to ensure that paperless billing and payment features on this account are discontinued.
YOUR PROFILE	MAKE A PAYME	NT AUTOMATIC PAYMENTS	No thanks - regular mail works for me.

Yes - notify me by text message:				
	(803) 000-0	000		
y checking <b>own of No</b> i	this box, I agree <b>rth, SC</b> to the phor	to receive SMS ne number provic	from led.	
vn of No	r <b>th, SC</b> to the phor	ie number provic	led.	