

Water Department 562 Winterbrook Road, Campton, NH 03223 Phone: (603) 726-3082 | Fax: (603) 726-8611 www.waterville-estatesnh.gov

Online Account Access

Via our web portal you can:

- Pay using a credit card in person, over the phone, or online;
- Create an account to keep track of your utility bills, request service, sign-up for auto pay, and manage your account all from the comfort of your own home; and
- Manage multiple properties through one account

How to create an account:

- Visit <u>waterville-estates.epayub.com</u>
- Click on the black register button at the top of the screen
- Enter your account number and click search
- Select the information that is associated with your account
- Create your log-in information
- Done!

Link Multiple Properties to One Account:

- Create an account for one property
- Log in then click on "Manage Accounts" in the upper right of the screen
- Click "Link New Account"
- Enter the account number for the property you wish to link and verify the correct information is displayed and click "Link New Account"
- Verify your log-in information (you are not creating a new log-in, just verifying the account you are currently logged into)
- You will then see the second account listed
- Repeat as necessary

Another advantage to this web portal is multiple people can have an account for the same property meaning co-owners, spouses, tenants, and other associated parties can create their own account for a property and assist in its management. Simply have them repeat the steps above on their own.

Any questions can be directed to the water department at 603-726-3082 or via email at <u>district@waterville-estates.com</u>