Auto-Pay & Account Setup Guide

Using your web browser go to www.loxahatcheeriver.org

Click on the "Bill Pay & LOGIN" Link



Navigating to Online Payment & Account Portal

Click the link to the District's **Payment Portal**

to Pay as a Guest, create and manage an account, and setup AutoPay.



Bill Pay

The Loxahatchee River District offers convenient ways for you to pay your Sewer Utility Bill:

Payment Methods



New User Registration

The first time you use the system you will create an account.

Click on "New Users: Click Here to Register"

If you are using a Mac computer (not iPad or iPhone) and the Safari browser, please follow the instructions at the end of the document to enable pop-up windows for this site.

Loxahatchee River District Water Reclamation | Environmental Education | River Restoration 141/200 **Registered Users: Click Here to Log In** New Users: Click Here to Register As a registered user, you can save accounts, store payment methods, and schedule payments. To proceed without registering, begin by looking up your account using the search fields below.

	Utility Account Information	
Utility Account Id:	- Search	
	Property Location:	Search

This payments portal is provided for the Loxahatchee River District by Edmunds GovTech.

If you have questions or need assistance, please contact the Loxahatchee River District's Customer Service Department at (561) 747-5700, option 2, Monday through Friday 8:30am -

5pm.

Loxahatchee River District 2500 Jupiter Park Drive Jupiter, Florida 33458 (561) 747-5700 Email: billing@Irecd.org

For Sewer-related Emergencies please call (561) 747-5708.

Enter your email address for your Username. Then the system will send you a Verification code by email

Login - Google C	hrome	_	\times
enrollment.li	nk2gov.com/login/		
<	Create Account		
	-		
	Enter a username to conti	nue	_
Username *			
Username is re-	quired		
			5

Example Account setup Verification Email from noReply@fisgov.com

To © EBilling		← Reply ← Reply All ← Forward ↓ Mon 11/20/2023 5:05 PM	you receive	
You don't often get email from <u>nor</u>	aply@fisgov.com. Learn why this is important		🚾 Login - Google Chrome —	
	Account Verification		enrollment.link2gov.com/login/	
			< Create Account	
	Please enter the following code to continue setting up your ac	ount: 448304		
	This email is generated by an automated system. Please do no email as this account is not monitored	t respond to this		
	Thank you.		Enter the verification code sent to your mailb	ох
			Verification Code *	
			Verification Code is required Resend Code	
ase note: If you	do not receive a verification code, an	d you have a Yahoo.com or		
IICALIEN NOT OM 31	, please try an alternate email or do	a one-time, guest payment		
rough the Utility	Account information window. These	providers are blocking this		
rough the Utility email for s	come customers. The provider is work	king on a solution.		
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rough the Utility email for s	some customers. The provider is worl	king on a solution.	Continue	
rough the Utility email for s	Some customers. The provider is work	king on a solution.	Continue	

Enter your information, click Create

is Login - Google Ch	Login - Google Chrome — 🗌 🗙					
enrollment.lin	k2gov.com/login/					
<	Create	Account				
Username billing@lrecd	.org					
First Name *	uired	Last Name *				
Phone Numb	er *					
Phone Number s	hould be 10-17 digits lor	ng and include a valid a	rea code			
Password *		Confirm Pass	word *			
Use 8 or more ch of upper-case and letters, numbers a	aracters with a mix d lower-case & symbols					
	Cr	eate				

Now that you have an account setup, use the Registered Users login to access your account information



First, Assign the Account(s) to the Login

	Iogin - Google Chrome − □ × enrollment.link2gov.com/login/		ENVIRONMENTAL CONTRACTOR
	Sign In	CARD	
Username is email address	Usemame *	Loxal Water Reclamation	natchee River District
Password	Username is required Password *	Billing Account Summary	Hello, Bud
,	Forgot your Username or Password?	Manage Billing Accounts Manage Payment Methods	Manage Billing Accounts
		<u>AutoPay Enrollment</u> <u>Edit My Profile</u> <u>Log Out</u>	Find your billing account using the Account Id from your most recent bill. Account Id: 1234567-0 Search
Sign in	Sign In		
	Create Account	Selection Select	Account Type Account Id Address Utility 382 641 Close

Next, setup a Payment Method



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Ê	enrollment.link2gov.com/walle	et/			
	Hello ∣ Last Sign In: 11/20/2023 5:11 P	PM		≡	
	Add Payment Method			+	
		Close			

Select Card or Bank (eCheck) and enter account information

enrollment.link2gov.com/walle Compared to the second seco	g Information
< Edit Billing Billing Name * Billing Address *	g Information
Billing Name * Billing Address *	
Billing Address *	
City *	State *
Postal Code *	
Phone Number *	
Uŗ	pdate
	Postal Code * Phone Number *

PLEASE NOTE: Due to a bug, please log out and log back in so your payment method will show on this step



Edit AutoPay Status					
Account Type: Utility	Account Id: 22	Property Location: 15			
Current AutoPay Status: Not Enrolled <					
Select AutoPay Status: O Enrolled					
Select Payment Method: 🗸 <					
Save Cancel					

If the Payment Method entered in the previous steps is not showing, please log out and log back in

After Saving verify the AutoPay Status in the Enrollment Screen

Log Out when finished

Special Instructions for Mac computer (not iPad or iPhone) using the Safari browser to enable Pop-up windows the payments page wipp.edmundsassoc.com

Go to the Safari menu (upper left), then select "Settings for wipp.edumundsassoc.com"

In the next box under Pop-up Windows select ALLOW.

Now the Create Account window will display when you click on "New Users: Click Here to Register"





If you have questions, please contact the Loxahatchee River District by email at <u>billing@lrecd.org</u> or phone at (561) 747-5700 option 2.

Thank you!

