

Auto-Pay & Account Setup Guide

Using your web browser go to
www.loxahatcheeriver.org

Click on the “Bill Pay & LOGIN”
Link

Loxahatchee River District
Water Reclamation | Environmental Education | River Restoration

Quick Links
Remote Meeting Information
Wastewater Surveillance
Tips

PAY MY BILL
Bill Pay & LOGIN

RIVER CENTER
Public Aquarium

CUSTOMER SERVICE
Customer Service

PROTECTING THE RIVER
Protecting the River

GOVERNANCE
Governance

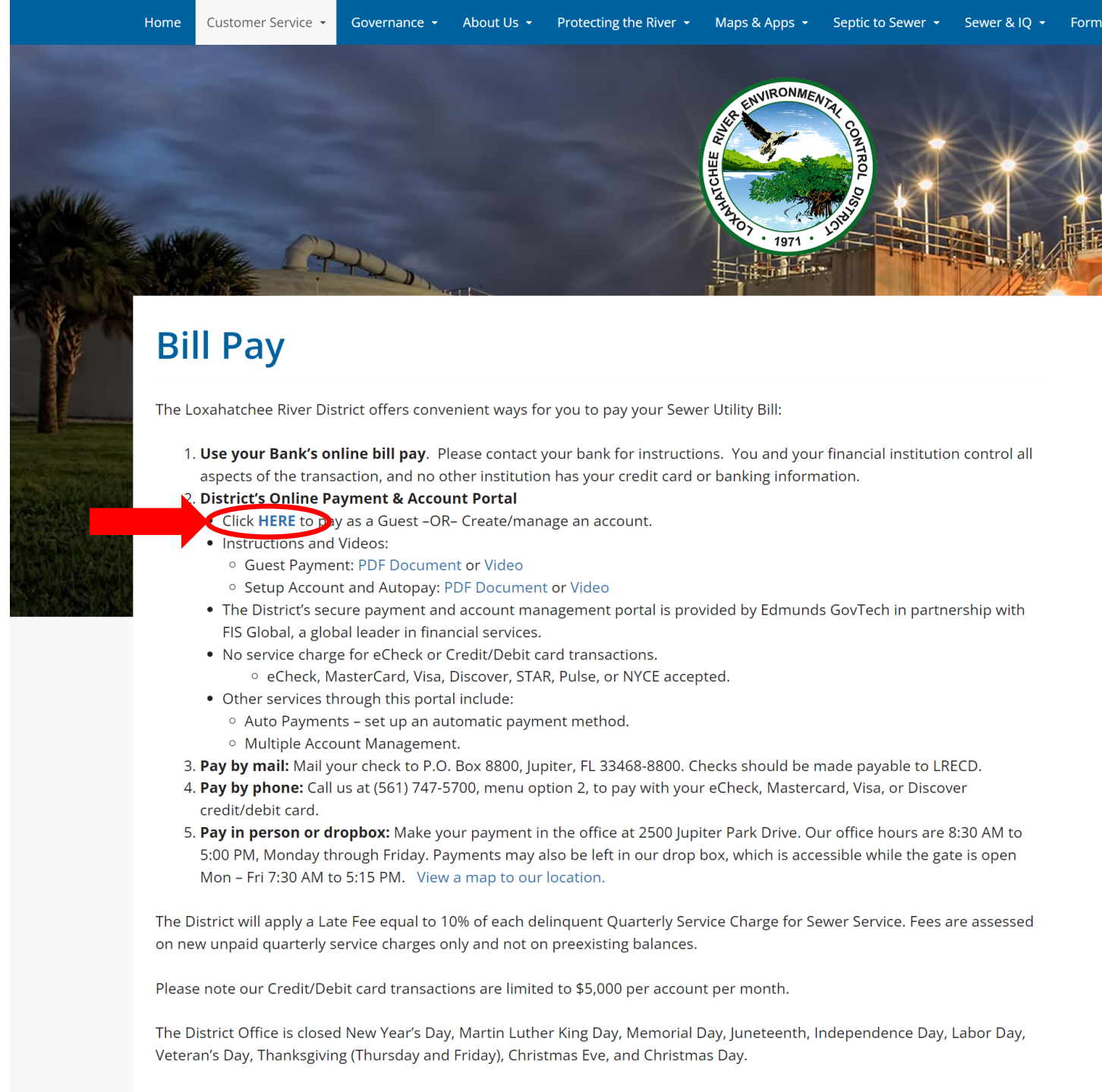
SEWER & IQ WATER
Sewer & IQ Water

SEPTIC TO SEWER
Septic to Sewer


MAPS & APPS
Maps & Apps

Navigating to Online Payment & Account Portal

Click the link under District's Online Payment & Account Portal to Pay as a Guest or to create and manage an account.



Home Customer Service Governance About Us Protecting the River Maps & Apps Septic to Sewer Sewer & IQ Form



Bill Pay

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

1. **Use your Bank's online bill pay.** Please contact your bank for instructions. You and your financial institution control all aspects of the transaction, and no other institution has your credit card or banking information.
2. **District's Online Payment & Account Portal**
 - Click [HERE](#) to pay as a Guest –OR– Create/manage an account.
 - Instructions and Videos:
 - Guest Payment: [PDF Document](#) or [Video](#)
 - Setup Account and Autopay: [PDF Document](#) or [Video](#)
 - The District's secure payment and account management portal is provided by Edmunds GovTech in partnership with FIS Global, a global leader in financial services.
 - No service charge for eCheck or Credit/Debit card transactions.
 - eCheck, MasterCard, Visa, Discover, STAR, Pulse, or NYCE accepted.
 - Other services through this portal include:
 - Auto Payments – set up an automatic payment method.
 - Multiple Account Management.
3. **Pay by mail:** Mail your check to P.O. Box 8800, Jupiter, FL 33468-8800. Checks should be made payable to LRECD.
4. **Pay by phone:** Call us at (561) 747-5700, menu option 2, to pay with your eCheck, Mastercard, Visa, or Discover credit/debit card.
5. **Pay in person or dropbox:** Make your payment in the office at 2500 Jupiter Park Drive. Our office hours are 8:30 AM to 5:00 PM, Monday through Friday. Payments may also be left in our drop box, which is accessible while the gate is open Mon – Fri 7:30 AM to 5:15 PM. [View a map to our location.](#)

The District will apply a Late Fee equal to 10% of each delinquent Quarterly Service Charge for Sewer Service. Fees are assessed on new unpaid quarterly service charges only and not on preexisting balances.

Please note our Credit/Debit card transactions are limited to \$5,000 per account per month.

The District Office is closed New Year's Day, Martin Luther King Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Veteran's Day, Thanksgiving (Thursday and Friday), Christmas Eve, and Christmas Day.

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.



[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: -

Property Location:

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@lrecd.org

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

Example Account setup Verification Email from noReply@fisgov.com

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

Login - Google Chrome

enrollment.link2gov.com/login/

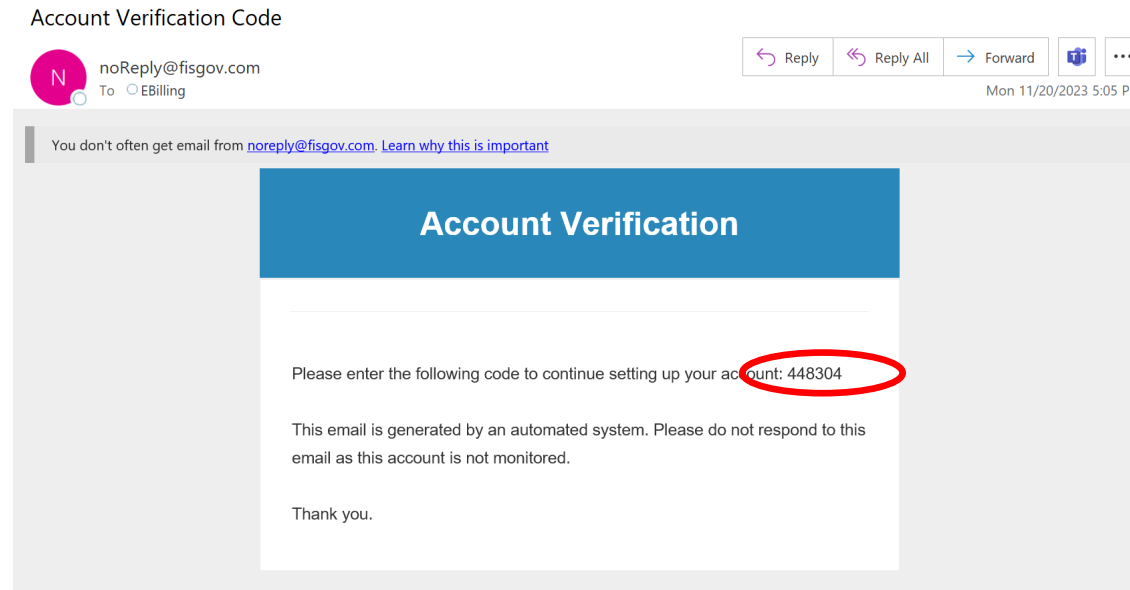
Create Account

Enter a username to continue

Username *

Username is required

Continue



Please note: If you do not receive a verification code, and you have a Yahoo.com or Bellsouth.net email, please try an alternate email or do a one-time, guest payment through the Utility Account Information window. These providers are blocking this email for some customers. The provider is working on a solution.

Loxahatchee River District

Water Reclamation | Environmental Education | River Restoration

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.

Chrome is the recommended browser. Pop-ups from this site must be enabled. If you are having trouble registering or accessing your registered user - [Please click here](#)

Utility Account Information

Utility Account ID: Search

Property Location: Search

Enter the Verification Code
you receive

Login - Google Chrome

enrollment.link2gov.com/login/

Create Account

Enter the verification code sent to your mailbox

Verification Code *

Verification Code is required

[Resend Code](#)

Continue

Enter your information, click Create

Login - Google Chrome

enrollment.link2gov.com/login/

Create Account

Username
billing@lrecd.org

First Name *
Last Name *

First Name is required

Phone Number *
Phone Number should be 10-17 digits long and include a valid area code

Password *
Confirm Password *

Use 8 or more characters with a mix of upper-case and lower-case letters, numbers & symbols

Create

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



[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: -

Property Location:

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First, Assign the Account(s) to the Login

Username is email address

Password

Sign In

Sign In

Username *

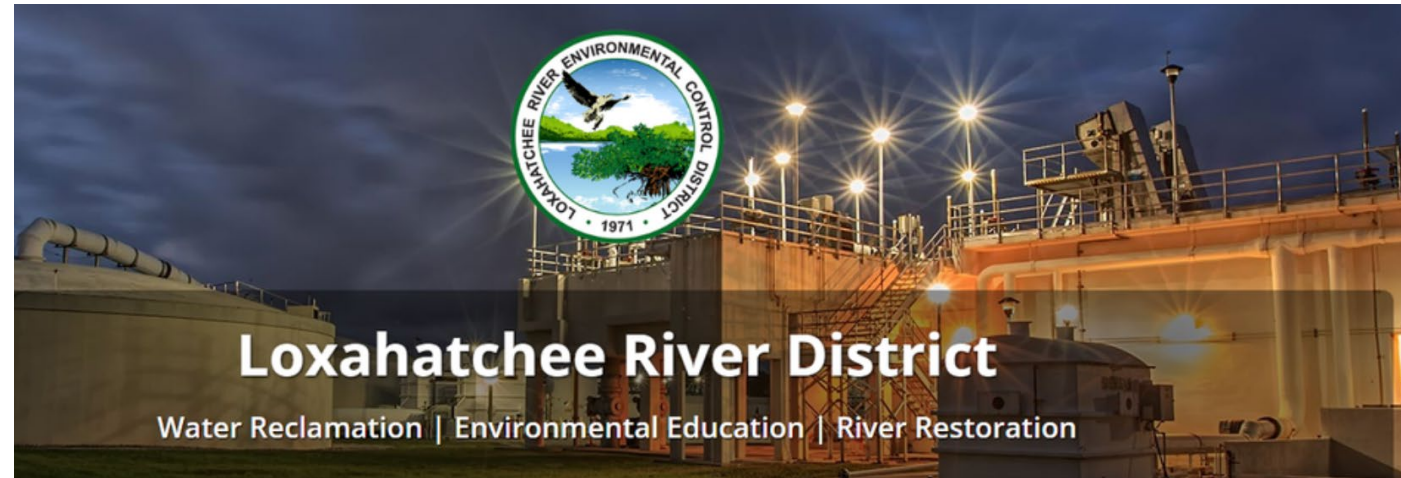
Username is required

Password *

Forgot your [Username](#) or [Password](#)?

Sign In

[Create Account](#)



Hello, Bud

[Billing Account Summary](#)

[Manage Billing Accounts](#)

[Manage Payment Methods](#)

[AutoPay Enrollment](#)

[Edit My Profile](#)

[Log Out](#)

Manage Billing Accounts

Find your billing account using the Account Id from your most recent bill.

Account Id:

Select your account(s) from the list below using the check boxes on the left, and click Save

	Account Type	Account Id	Address
<input checked="" type="checkbox"/>	Utility	382	641

Next, setup a Payment Method



[Billing Account Summary](#)

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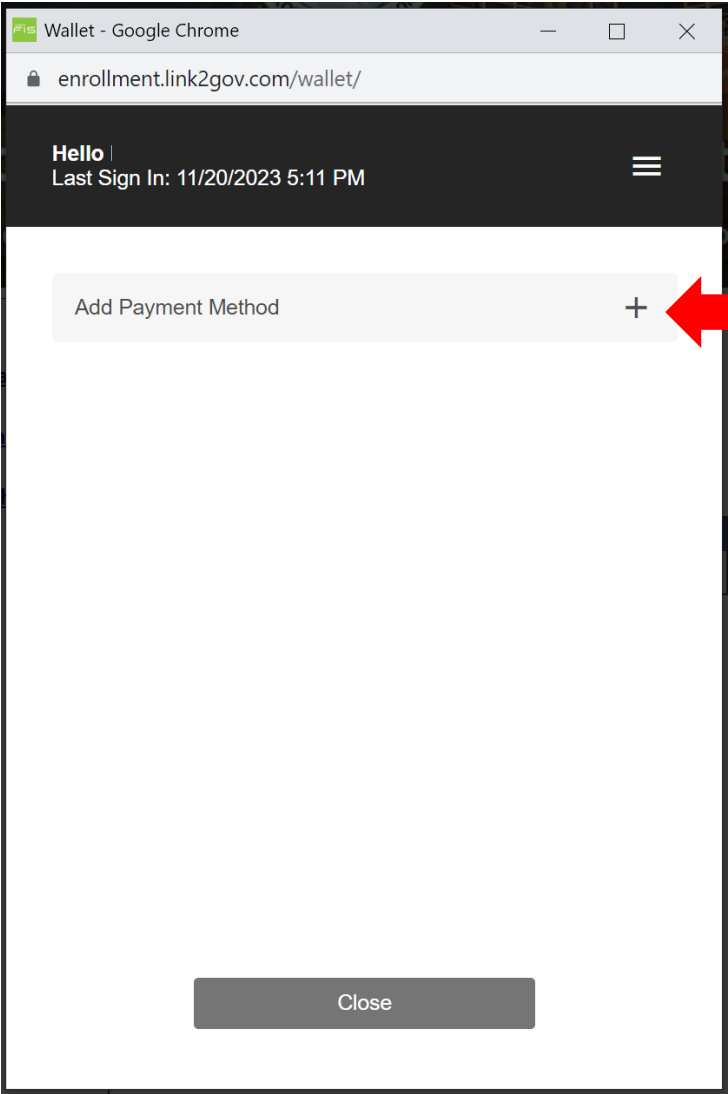
[Log Out](#)

Hello, Bud

Billing Account Summary

Type	Account Id	Property Location	Balance	
Utility	2228900-0	150 RIVER DR	0.00	View/Pay Account

To add or remove accounts, click "Manage Billing Accounts" in the menu on the left.



Select Card or Bank (eCheck) and enter account information

Wallet - Google Chrome
enrollment.link2gov.com/wallet/

✕ Add Payment Method

Card Bank

Account Number *
|

Account Number is required

Routing Number *

Account Holder Type
Personal ▼

Bank Account Type
Checking ▼

Bank Nickname (optional)

Billing Information * ▼

✎

Add

Click on the pencil
to enter the
address associated
with the payment
method

Wallet - Google Chrome
enrollment.link2gov.com/wallet/

< Edit Billing Information

Billing Name *

Billing Address *

City * State * ▼

Postal Code *

Phone Number *

Update

Edit the AutoPay Status Information

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



[Billing Account Summary](#)

[Manage Billing Accounts](#)

[Manage Payment Methods](#)

[AutoPay Enrollment](#)

[Edit My Profile](#)

[Log Out](#)

Hello, Bud

AutoPay Enrollment

Enroll to have payments automatically scheduled for your account(s) below.

When enrolled in AutoPay, payments will be automatically scheduled for each due date using your selected payment method.

NOTE: When enrolling or unenrolling within days before due date, changes may not apply to the current bill.

Type	Account Id	Property Location	AutoPay Status	
Utility	22	15	Not Enrolled	Edit

Edit AutoPay Status

Account Type: Utility

Account Id: 22

Property Location: 15

Current AutoPay Status: Not Enrolled

Select AutoPay Status: ☒ Enrolled ☐ Not 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

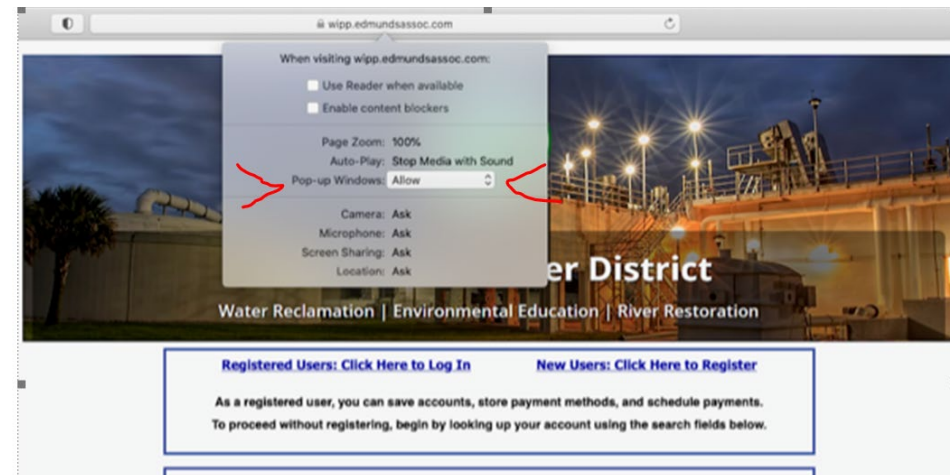
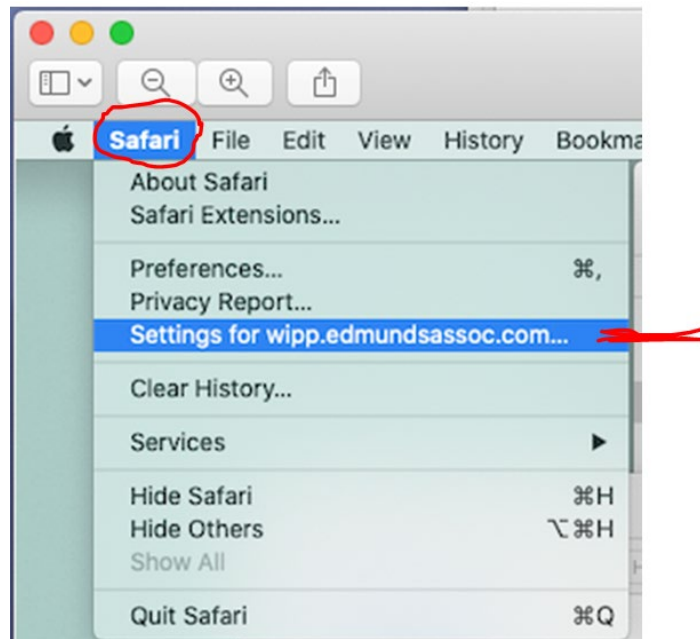
Log Out when finished

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.edmundsassoc.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 billing@lrecd.org or phone at (561) 747-5700 option 2.

Thank you!

