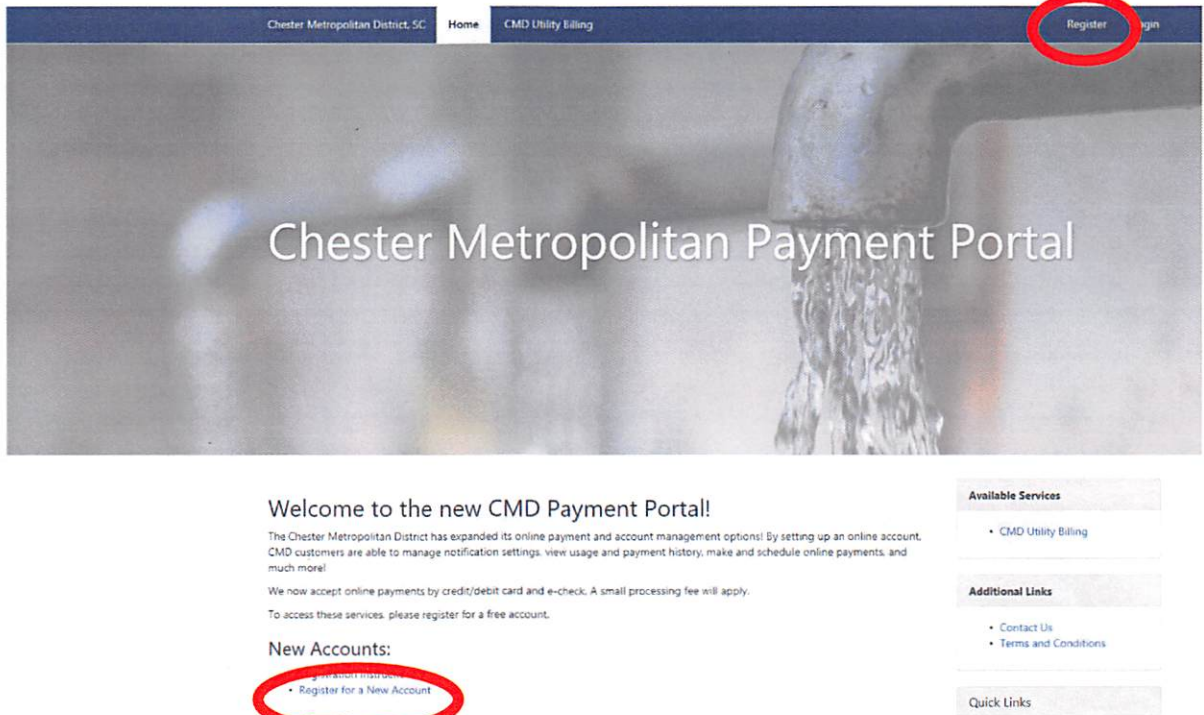


CMD Payment Portal Registration Instructions

1. Click the “Register for a New Account” link on the main page, or in the top-right corner of the screen.



2. Enter a valid email address, your name, telephone number, and a password. Once you submit the form, you will see a message in the top-right corner of your screen asking for validation.

Member Registration

Already a member? [Login](#)

Email *

Name *

Phone Number

Password *

Confirm Password *

3. You will receive an email from noreply@municipalonlinepayments.com asking you to confirm your email address. If you do not immediately receive a message, check your Spam or Junk Mail folders. Confirming your email address will return you to the login screen with a "Success" Message in the top-right corner.

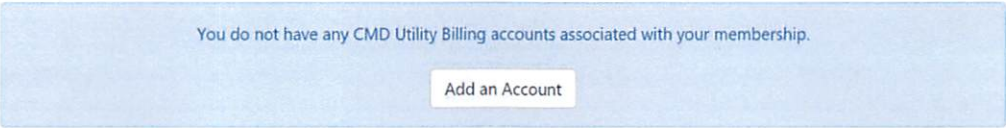
A light blue rectangular box with a thin border and a close button (an 'x' icon) in the top right corner. The text inside reads: "Your membership was successfully activated. You may now login."/>

Your membership was successfully activated. You may now login.

4. Login using your username and password. On the "Utility Billing Home" screen, click "Add an Account".

PLEASE NOTE: You may link multiple CMD accounts to your Payment Portal account. However, a CMD Utility account may only be linked to one Payment Portal account at a time.

CMD Utility Billing Home

A light blue rectangular banner with a thin border. The text inside reads: "You do not have any CMD Utility Billing accounts associated with your membership." Below the banner is a white button with the text "Add an Account".

You do not have any CMD Utility Billing accounts associated with your membership.

Add an Account

Add an account to access the following features:

- View account detail
 - Transaction history
 - Address info
 - Account info
 - Consumption history
- Pay your bill
 - Pay multiple bills in one payment
 - Save credit card for future payments
- Sign up for e-Billing
- Manage multiple accounts

-
5. You will need your **new** CMD Account Number and the amount of your most recent payment. Both pieces of information can be obtained from your most recent utility bill or by contacting the CMD Office.
 6. Once you successfully enter your account information, you will be redirected to your account. Congratulations, and welcome to CMD's Online Payment System!