

Pay your Utility Bill Online!
 Visit us at <https://pismo beach.merchantrransact.com> today!

Benefits

- ✓ Sign up for electronic bills (or e-bills) to be sent to your email
- ✓ View your account history and status of your account
- ✓ Set up automatic payments through your credit card, checking or savings account
- ✓ Pay your bill online with a credit card (Mastercard, Visa, or Discover) or from your bank account
- ✓ Check water usage history
- ✓ View your current and past bills online (starting with the July 2016 bills)
- ✓ Save on postage and paper



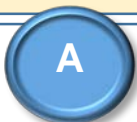
Go Online



Register



Pay



Step 1: Visit us at <https://pismo beach.merchantrransact.com>

Step 2: Click on the "New Users" tab



Step 3: From your most recent bill, fill in your
 Last Name or Business Name (Include (T) indicator if you are a tenant at the property)
 House/Building Number (Do not include the street name)
 Utility Account Number (Enter the full 9 digit #)

****You have a new account number****

City of Pismo Beach
 Utility Billing
 760 Mattie Road
 Pismo Beach, CA 93449
 Phone: (805) 773 - 4655
 Email: ub@pismo beach.org

SAMPLE CUSTOMER (T)
 P O BOX 1234
 Pismo Beach, CA 93449

Account Statement

ACCOUNT INFORMATION

ACCOUNT: 008585-000
 SERVICE ADDRESS: 1234 Any Street
 SERVICE PERIOD: 5/16/2016 to 6/15/2016 (31 days)
 BILLING DATE: 6/15/2016
 DUE DATE: 7/15/2016

METER READING

Serial No	Previous Reading		Current Reading		Cons
	Date	Reading	Date	Reading	
96489808	4/28/2016	1304	5/24/2016	1310	6

Step 4: Type in your e-mail address and set up a new password.

Do this twice to catch any spelling errors. Then, click



Step 5: Congratulations, you have successfully registered your account! Go to "My Profile"
 You are required to verify your email before you can make any payment changes to your account.
Do Not Skip This Step!

In your dashboard, you can:

- ✓ review your account balance
- ✓ set up recurring payments (My Profile) or make a one-time payment
- ✓ view your bill (starting with the July 2016 bills)
- ✓ check water usage history
- ✓ Set up bills to come to your email instead of receiving a paper copy (go to My Profile)

Contact us:

City of Pismo Beach, Utility Billing
 Email: ub@pismo beach.org
 Phone: 805-773-4655
 Visit: 760 Mattie Road, Pismo Beach, CA 93449

