

# On-Line Bills and Payment

Here are basic instructions for accessing your bills and/or making payments electronically:

1) Go to the City's website; <http://www.sequimwa.gov/>

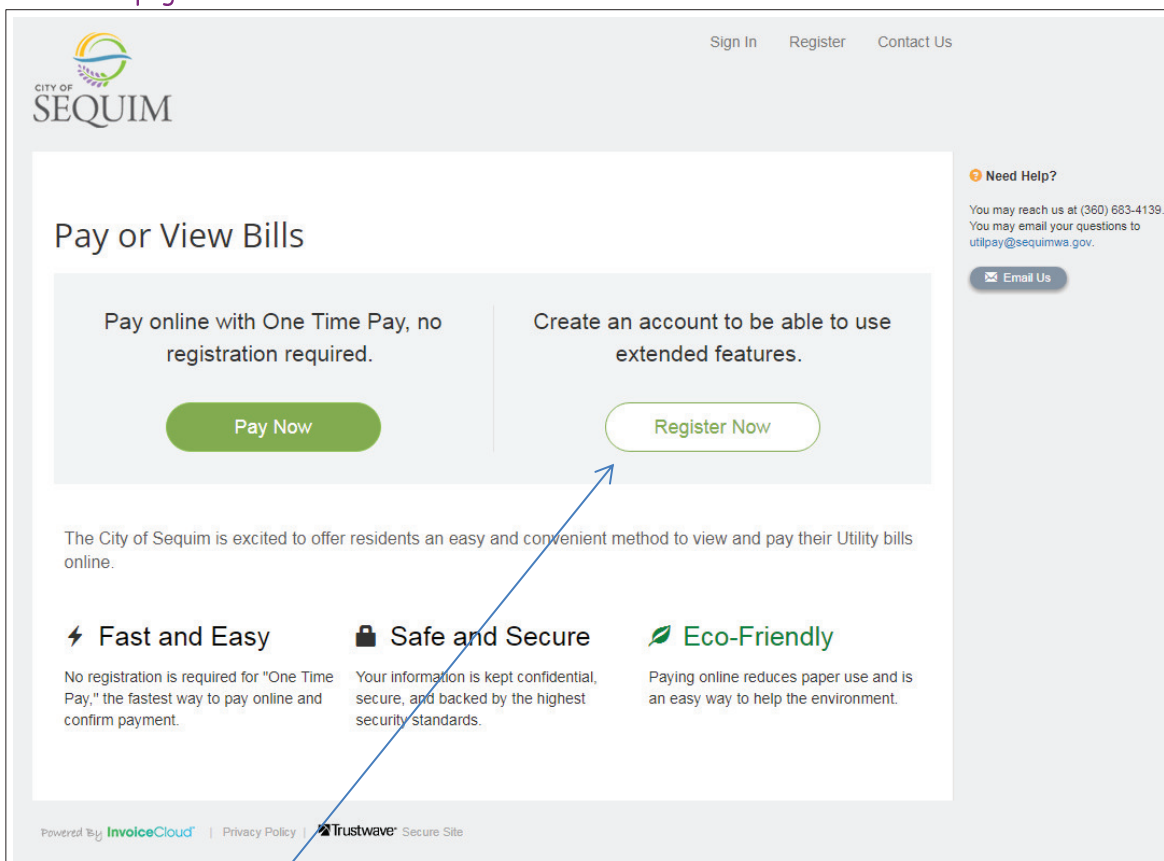
2) Click on the Utility Bill Pay link:

(You may have to scroll down to see it on the left side of the screen)



3) Then click on the  link on next page.

The next page looks like this:



Sign In Register Contact Us

CITY OF SEQUIM

## Pay or View Bills

Pay online with One Time Pay, no registration required.

Pay Now

Create an account to be able to use extended features.

Register Now

The City of Sequim is excited to offer residents an easy and convenient method to view and pay their Utility bills online.

- ⚡ Fast and Easy**  
No registration is required for "One Time Pay," the fastest way to pay online and confirm payment.
- 🔒 Safe and Secure**  
Your information is kept confidential, secure, and backed by the highest security standards.
- 🌿 Eco-Friendly**  
Paying online reduces paper use and is an easy way to help the environment.


Need Help?  
You may reach us at (360) 683-4139.  
You may email your questions to [utilpay@sequimwa.gov](mailto:utilpay@sequimwa.gov).

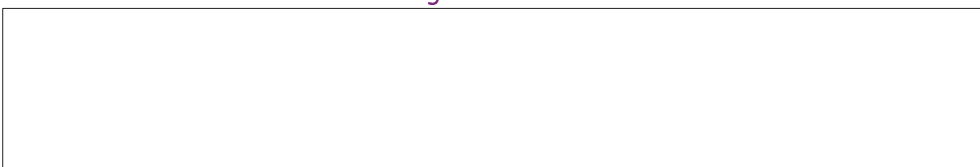
Email Us

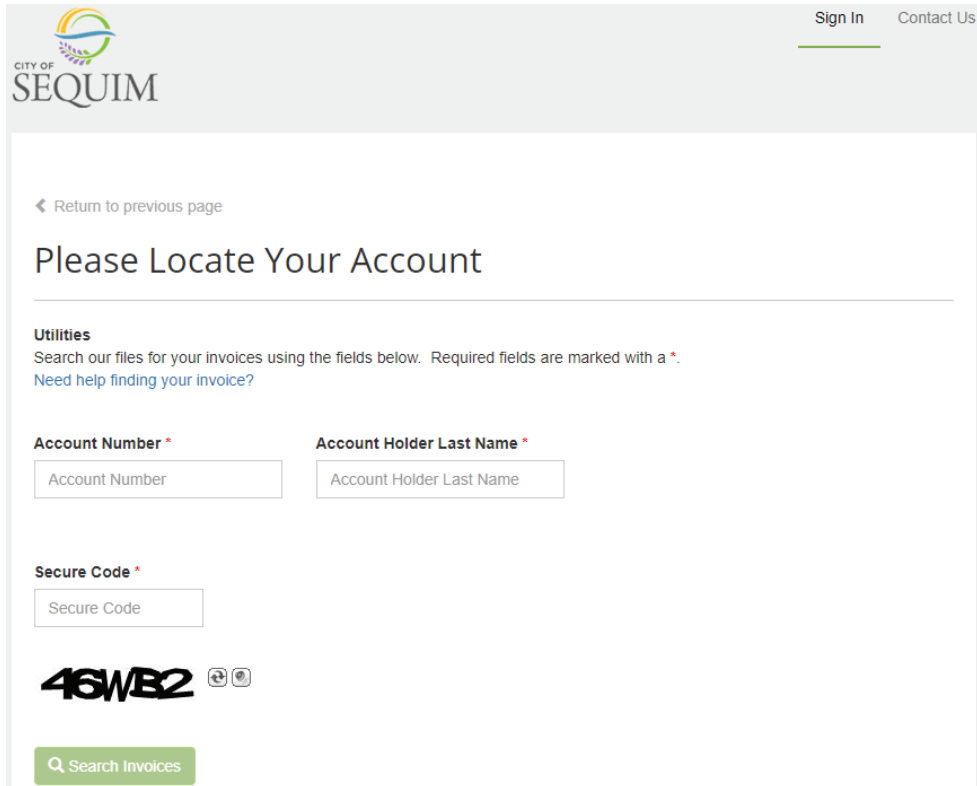
Powered by InvoiceCloud | Privacy Policy | Trustwave Secure Site

You'll need to  if you wish to use any of the following features:

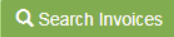


- View your bills on-line
- Go Paperless (receive your monthly bills electronically).
- Establish an 'on-line' payment method (check or credit card)
- Enroll in Auto-Pay, which is processed the 25<sup>th</sup> of each month.

Otherwise, click  to make a quick payment, and follow the prompts. The screen will now look something like this:






To find your account:

- Enter your full account number (including decimal), name, and the Secure Code shown on your screen (it will be different every time), then click 
- On the next screen, check the box next to your account number, and then click one of the buttons below to proceed. (  |  )

If Registering Your New Account:

On the next page, enter & confirm your email address, create & confirm a password, enter the Secure Code as it appears on the screen, and then click the  button.

You can now go to the "My Profile" tab to select your Method of Payment, enroll in Auto-Pay, and/or elect to go Paperless; or use the "My Account" tab to pay your bill and see payment history and past bills.

You will receive confirmation emails with instructions you must follow in order to "Complete Registration".

Please Note:

When signing back in to your account, you will need to enter the "Secure Code" which changes every time, and is **not** case-sensitive. Example:

