

# How to set-up autopay with a credit card

Log into your account & follow the steps below. If you have not registered for online access, you will need to register before being able to sign up for autopay.

Please note there is a 3<sup>rd</sup> party convenience fee of \$3.05 or 3% whichever is greater. Autopay is pulled within five (5) business days prior to the due date.

## Step 1

FORESTVILLE WATER DISTRICT

Home

000000010124 123 Main (NO READ) for testing purposes St Forestville, CA 95436 Manage Accounts

**Pay Bill**

Last Payment on 7/16/2021 \$1.11  
Past Due \$0.00

Current Due  
**\$0.00**  
Due Tuesday, April 13, 2021

[VIEW CURRENT BILL](#) [MAKE A PAYMENT](#)

**Message Center**

Auto/Recurring Payments, which include ACH Bank Drafts and Recurring Credit Cards will be processed on or about 5 business days prior to the due date of the bill.

**Usage History** POTABLE WATER

Usage Date	Usage Amount
9/1/2020	0
10/21/2020	~100,000
2/27/2021	~700,000

**Account History**

[BILLS](#) [PAYMENTS](#)

8/27/2021 \$0.00

**Help**

- Payment & Billing**
  - I want to set up AutoPay
  - I want to view my account history
  - I want to manage my payment methods
- Account Management**
  - I want to register a new account
- User Profile**
  - I want to change my password
  - I want to change my communication preferences

## Step 2

### Manage AutoPay

+ ADD NEW CREDIT/DEBIT CARD AUTO PAY

SET AUTO PAY

To set-up autopay with your bank account click on the "LINK ACCOUNT" button

### Saved Payment Methods

METHOD

EXPIRES

Bank Account



We use Plaid in order to validate and link your bank account to your registered Customer Web Portal account. Please click the button below if you would like to start this process. Note that, depending on your Financial Institution, there may or may not be a micro deposit verification step before you can use your bank account to make a payment. This validation process is only required once unless your bank account information is changed, at which point you will be required to validate your new account.

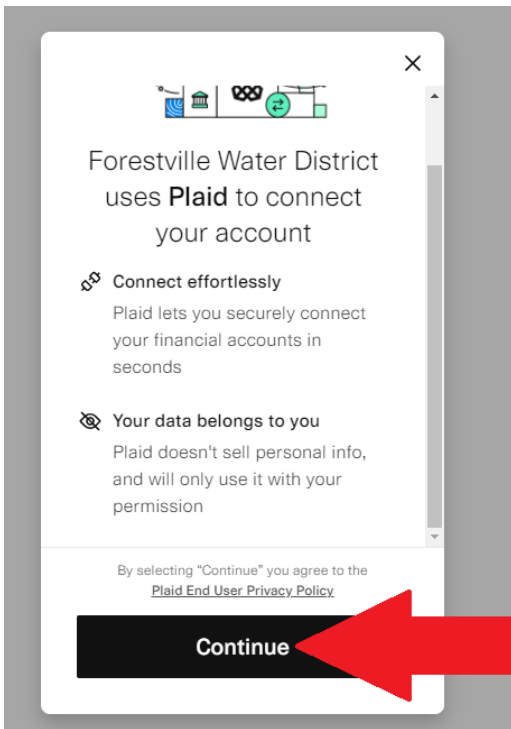
\* Email Address

@gmail.com **The system will automatically default to the email on file**

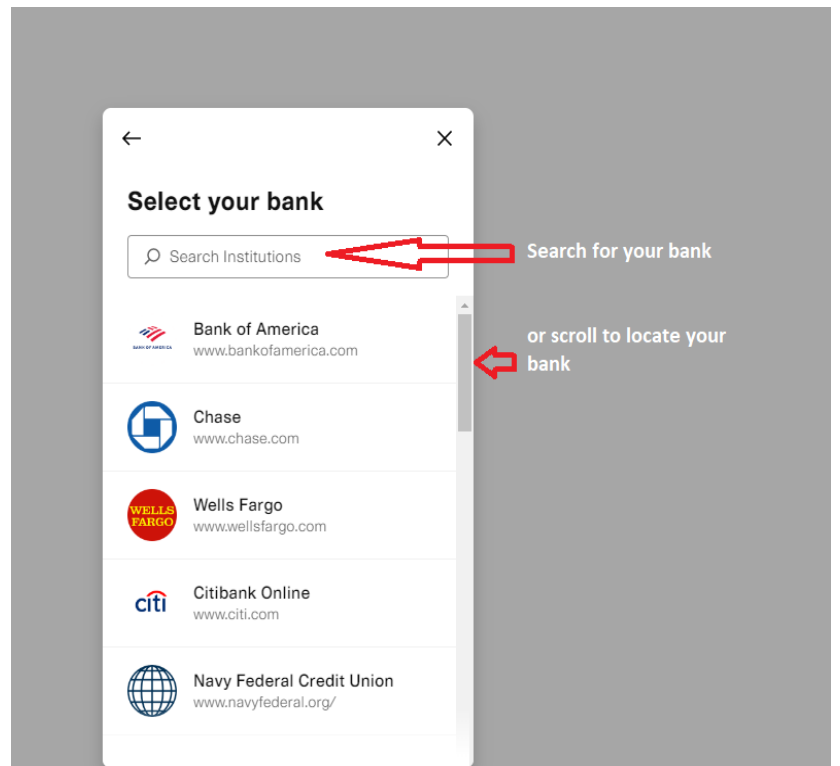
This email address will only be used for communicating information about the linked accounts. Communication will occur only when absolutely necessary.

[LINK ACCOUNT](#)

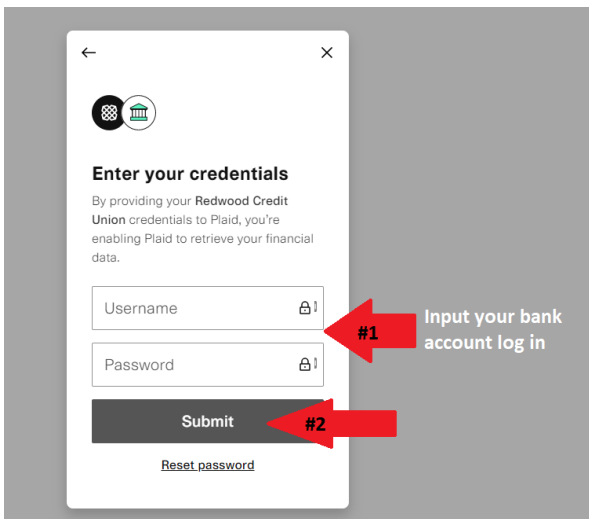
### Step 3



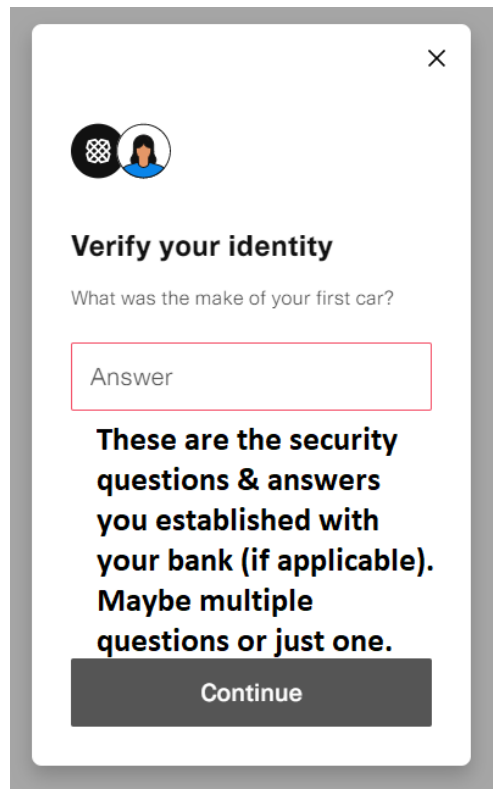
### Step 4



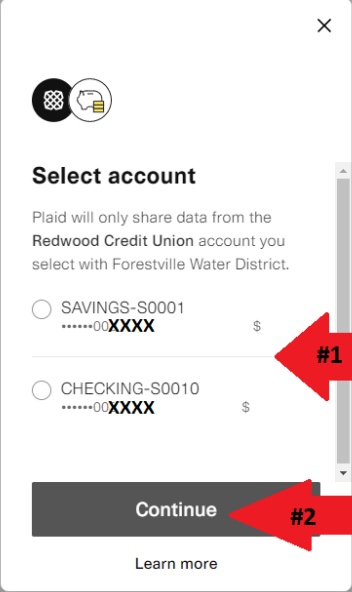
### Step 5



### Step 6



## Step 7



**Select account**

Plaid will only share data from the Redwood Credit Union account you select with Forestville Water District.

SAVINGS-S0001  
.....00XXXX \$

CHECKING-S0010  
.....00XXXX \$

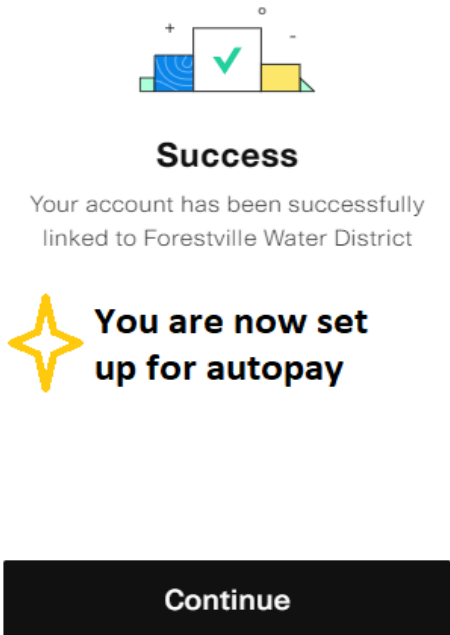
**Continue**

Learn more

**#1** Select which account you want to your payment to be pulled from

**#2**

## Step 8



**Success**

Your account has been successfully linked to Forestville Water District

**You are now set up for autopay**

**Continue**