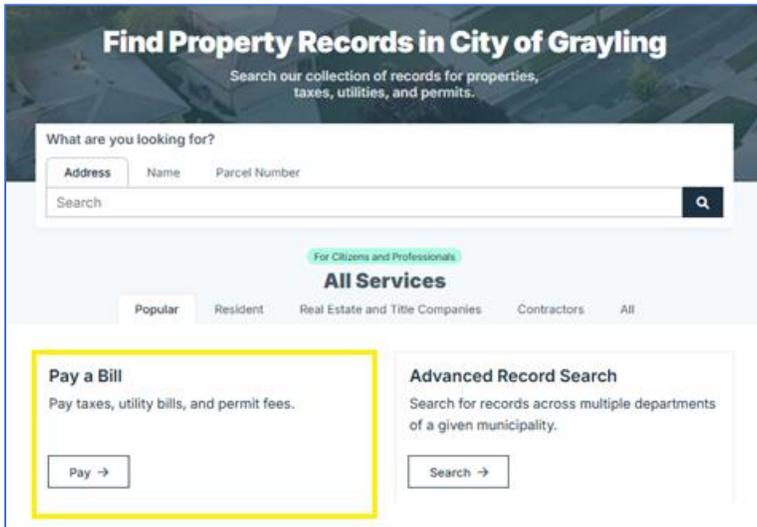


Utility Billing payments: Utility Billing payments can be made using a CC or by ACH. You must have your BS&A account pin to access your account.

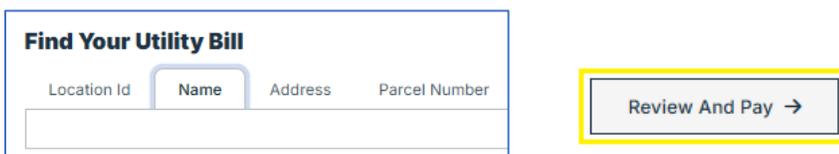
To make a Utility Bill payment, click on the Pay a Bill tab.



On the next page, pick which type of bill you will be paying.



Type in your name or address to locate your bill. Click on "Review and Pay"



You will be prompted to enter your PIN for your account, which can be found on your Utility Bill.



Follow the steps to complete your payment.

To make payments, view your account balance, usage and payment history, you will need to register your account by selecting the link below:

[BS&A ACCOUNT REGISTRATION](#)

Click on “Currently Not Signed In” and then click on “Register”



- ❖ Follow the prompts to complete your account set up. You will need to choose a user name provide an email address and password.

A screenshot of the 'Create a new account' form. The form has a title 'Create a new account' and a close button. Below the title is a link 'Already Have One? Log In'. The main text says 'Creating a BS&A Online account is free and easy! Accounts allow you to enjoy endless property lookups, claim properties, and easily pay and manage bills.' The form contains several input fields: 'Username *', 'Email Address *', 'Confirm Email Address *', 'Password *', and 'Re-enter Password *'. There are also checkboxes for 'I agree to the BS&A Online Terms of Use' and 'I'm not a robot' (with a CAPTCHA icon). At the bottom is a 'Create Account' button.

- ❖ You will receive an email from BS&A to activate your account: click the “activate your account” link.
- ❖ Then you will click the link to Activate your account.

