

# How to Register Your Account Online

- Go to **www.msud.net**
- Select **Pay Your Bill**
- Select **Sign Up Now**
- **Complete your Registration**

## **Helpful Tips when Registering**

- Enter your account number, including the dash.
- **DO NOT INCLUDE LEADING ZEROS**
- Enter your name exactly as it appears on your bill.

You have successfully registered your account online! You will receive an email confirming your registration. Using our new system, you can customize and manage your water account as well as view your bills/invoices online. Just some of the new options:

- Sign up for AutoPay
- Sign up for Paperless billing – Note: You will receive an email prompting you to confirm the selection of paperless billing
- Sign up for Pay By Text
- Schedule a future payment or set up a reminder for a payment

Please note: Credit Card Transactions are capped at \$300 per transaction to keep the processing fee low. If you need to pay more than \$300 – multiple transactions are needed. Each transaction will incur a separate Processing Fee of \$2.15.

Pay any amount using Electronic Funds Transfer (EFT) Check – Processing Fee is \$1.95.

**If you need further assistance, please call our office at 615-868-3201.**