

# City of West Columbia's Step by Step Instructions for ENHANCED ONLINE BILL PAY



1. Click on "Login/Register" at the top right of the page.

2. Fill in the information and click on "Register". You will receive an email to confirm your account.

account.municipalonlinepayments

City of West Columbia, SC

## Login

Email address

Password

Login

[Forgot password?](#)

Don't have an account? [Register](#)

https://account.municipalonlinepayments.com

City of West Columbia, SC

## Register

Email required

john.smith@example.com

Password required

Password

Name

John Smith

Phone number

555-123-9876

Register Cancel

### Utility Billing Home

You do not have any Utility Billing accounts associated with your membership.

[Add an Account](#)

Add an account to access the following features:

- View account detail
  - Transaction history
  - Address info
  - Account info
  - Consumption history
- Sign up for e-Billing
- Manage multiple accounts

#### Online Services

- Utility Billing Home
- Manage Accounts
- Sign up for e-Billing
- Sign up for reminders

noreply@municipalonlinepayme... New Account Registration : Activate yo

3. Activate your new account.

4. Login, go to the Utility Billing Tab  
You will need your:

- Account Number
- Last Payment Amount

New Account Registration

City of West Columbia, SC

## New Account Registration

Welcome to Municipal Online Services! You're receiving this email because you registered an account online. If you did not request this account, please disregard this email.

To activate your account please click the button below.

[Activate Account](#)

## Add Account

Account Number

Please include all dashes. For example: 01-010101-01

Last Payment Amount \*

[Add Account](#) [Cancel](#)

5. You can then access billing history, account information, payment options, and more!



City of West Columbia  
*Bridging Past, Present and Future*



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