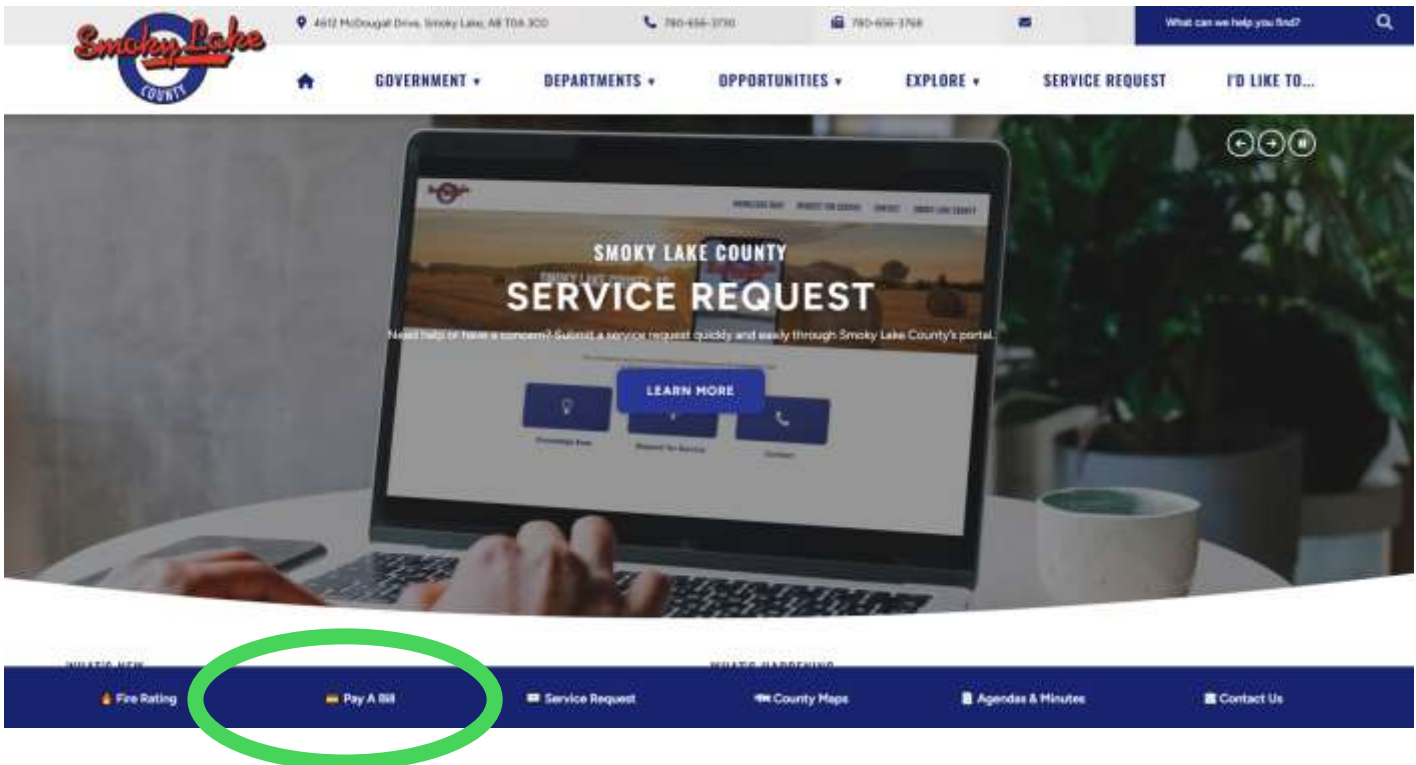




How to Pre- Pay Your Water Bill Online

1. Visit our website: www.smokylakecounty.ab.ca
2. At the bottom of the blue ribbon on the main page **select Pay A Bill**



3. Under Transaction Details → Type → **select Utilities**

The screenshot shows the 'Process a Payment' form. The 'Transaction Details' section is highlighted. The 'Type' dropdown menu is open, showing options: [Select Type], Tax, Tickets/Fines, Utilities (selected), Permits/Licenses, and Other. The 'Add Attachment' button is visible above the 'Transaction Details' section. Other fields include 'Receipt Attachments', 'Currency', 'Payment Card Amount', 'Total Charged to Your Card', and 'Card Details'.

4. Account Number → this is your **3-Digit Truck Fill Access Number**

Type: * Utilities

Account number:*

5. Payment Amount → Enter in the amount you would like added on your account

Currency: CAD

Payment Card Amount: * \$ 0.00 Clear

PLEASE NOTE: The amount added to your account will not be applied immediately. Please allow up to three business days for the payment to be reflected on your account.

6. Include your **email** and in the **comments** section include:

- Name of Account User (or Company on account)
- Location of Truck Fill being used

Receipt Email:

Comments:

Your Company or Account Name
Location of Truck Fill Used

Questions? Call 780-656-3730