



NORTH TABLE MOUNTAIN WATER AND SANITATION DISTRICT

14806 WEST 52ND AVENUE, GOLDEN, COLORADO 80403-1228

NORTH TABLE MOUNTAIN REPORT November 2014

Online Payments Made Faster and Easier **RECURRING PAYMENTS are Now Available!!**

In an effort to meet our customer's needs, we are now able to automatically withdraw your payment on the 25th of the month in which you receive your quarterly billing statement. By selecting this automatic payment option you will automatically receive the 4% early payment discount. Your discount will show up on your next quarterly statement. Auto withdrawals are only processed once a month.

Go to www.ntmwater.org enter "My Account" or sign up for "My Account" if you haven't yet.

Select the "Setup or manage recurring payments" link.

Enter your banking information in the third party web site and you are now registered for automatic recurring payments.

Once you have registered for recurring payments, you will not have the option for any other electronic payment method. In addition, there will be a **\$2.35 fee** applied to each payment withdrawn from your personal account. Please sign-up for recurring payments prior to the 25th of the month in which you receive your statement. If you sign up after the 25th of your billing month your payment will not be processed until the following billing cycle and you will need to pay your bill through another payment method to avoid a late charge. If payment is not received due to insufficient funds, you will be required to make other payment arrangements.

Additional Payment Options!

MAIL or DROP OFF your payment at the office:

14806 West 52nd Avenue
Golden, CO 80403

AFTER HOURS payments can be dropped off in the door slot at the front entrance of the District office.

CREDIT CARD and ELECTRONIC CHECK payments can be made on the web site either through "My Account" or "Guest Payments" or by signing up for "Recurring Payments" (\$2.35 fee applies).

Many customers can make **ELECTRONIC BANKING (ACH) payments** directly from their bank account. If you have online banking available, you can log in to your bank's website and write an electronic check to NTM using that service.

We **DO NOT** accept payments over the phone or credit/debit cards in the office.

What is "My Account"?

The **My Account** area of our web site includes the following valuable account information and tools:

- Email Notification of Bills
- Historic Water and Sewer Statements
- **Monthly** Water Usage Graph
- Credit Card or Electronic Check Payments (\$2.35 fee applies)

The screenshot shows the NTM website interface. At the top, there is a logo for NTM (North Table Mountain Water and Sanitation District) and the tagline "Proudly Serving Our Community Since 1958". A "Sign out" button is visible in the top right corner. The main content area is divided into several sections:

- Customer Information:** Includes fields for Name, Address (W 57th Pl Golden, CO 80403), Phone Number, and Email Address (@gmail.com).
- Account Information:** Includes Account Number, Service Address (W 57th Pl Golden, CO 80403), Balance Last Statement (\$244.59), Last Payment Amount (\$234.81), Last Payment Date (8/18/2014), Balance (\$0.00), and Pending Payments (\$0.00).
- Navigation Links:** A red oval highlights a menu with the following options: View Statements, View Meter Read History, Manage Account/E Statements, and Questions?.
- Contact Us:** Includes links for Contact Us and Email us.
- Messages:** A section for messages, currently empty.
- Pay Accounts:** A button labeled "Pay Accounts" with the text "Setup or manage recurring payments" above it.

To sign up you will need your **BILLING ID** from your most recent bill (which is different from your Account Number) and **LAST NAME** to access the site. If you encounter problems while logging in you may need to "**temporarily allow pop-ups**" and then retry. Your computer will need to be able to load Silverlight in order to operate the My Account web page.

Go to www.ntmwater.org to take advantage of these great features!