

Paying Your Bill Online

To access, please go to <u>www.regionaldistrict.com/payments</u>, and you will need your account number (A followed by five numbers, e.g. A12345) and your four digit numerical access code (as indicated on your invoice or statement). If you cannot locate this information, please contact us at 250-469-6123 or via email at: <u>alarms@cord.bc.ca</u>

For your assistance, please find following, step by step instructions on how to login to our website and add your customer account to have access to your account information:

Already have an online profile, go to Step 4

Register Login Yu Are Here: Online Services Online Services 1. Select "Regist Through our Virtual District office portal we offer you online services such as online payments for dog keenses, business licenses, atam permits, utility accounts with us. To get started, please login or register for a new login to our Virtual District office portal: Website Login Username: Password: Begister Register Retrieve Password Sequence District of Central Okanagan	Start at Step 1 Start at Step 1 I. Select "Regist I. Select "Regist I. Select "Regist I. Select "Regist Fill in required information Fill in required information Syou will then be logged in* Intervice Regional District of Central Okanagan Intervice Market of Central Okanagan	Register Login Start at Step 1 1. Select "Registing in the services such as online payments for dog kernes, business kernes, atem permits, ster base and other metadeances beings, Yuu can also agely for a new dog kernes er kok up account information on your existing accounts with us. To get started, please kogn or register for a new login to our Virtual District office potal. Fill in required information *you will then be logged in * Content Services Note: Regional District of Central Okanagan Kons: Note: Note:<	Register Login You Are Herr: Online Service Homepage Online Overvices Through our Virtual District office portal we offer you online services such as online payments for dog licenses, business licenses, alarn permits, utility bian of ther mascellaneous billings. You can also apply for a new dog license or business license or look up account information on your existents accounts with us. Torough our Virtual District office portal we offer you online services such as online payments for dog licenses, business licenses, alarn permits, utility bian of therm mescellaneous billings. You can also apply for a new dog license or business license or look up account information on your existents accounts with us. Tore of started, please login or register for a new login to our Virtual District office portal. Website Login Username: Username: <th>Start at Step 1</th>	Start at Step 1
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3. Under Account Management, you will see fields asking for your account number A##### and your access code ####

-Please enter and select "Save"



4. Select "Online Services"

5. Select "Alarm Billings"

Select Account Invoices Payments Transactions Pay Online Invoice Date O7/01/2015 To 07/15/2015 Current Day Current Week Current Week Current Week Current Week Current Year All Invoice Status All Search Search Search Print Invoice Number : CUR012 Search: Print	6. On the next screen, your Account will appear; please click on the " Pay Online " tab
Die date auslichte in table	7. Please enter the amount you would like to pay.
Payment Details Secured By 256bit SSL Cert Regional District of Central Okanagan Order: 76792_W_6c88c65f-2 Total: 10.00 CAD Ref 76792-Supplier-A00001 Supplier-TEST LAST NAME TEST FIRST NAME	8. Fill in all the required information and select the " Pay Now " button ONCE.
Card Number Card Number Security Code Cardholder Name Cardholder Name	<pre>***DO NOT HIT "Back" as this could result in duplicate charges.</pre>
Pay Now	

Thank you for paying online.