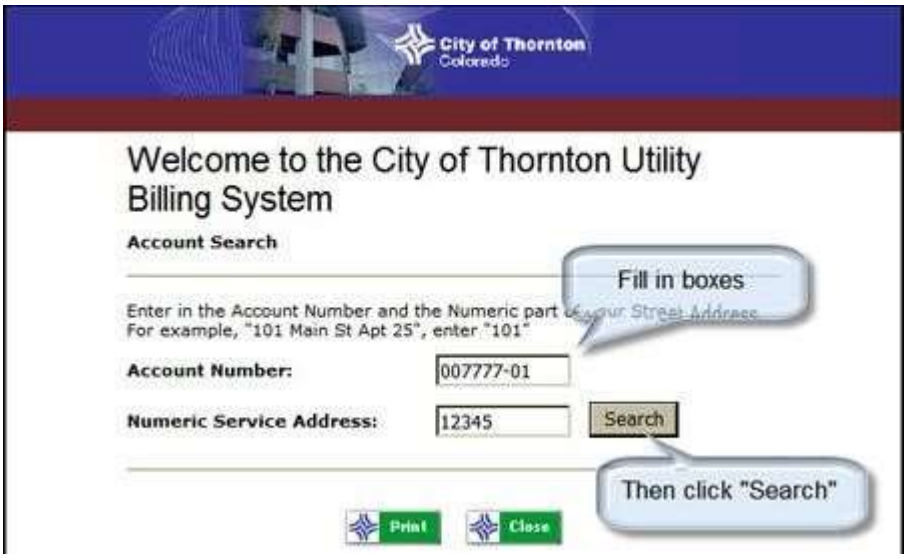
Paperless Bill Sign Up

Screen One - Log into Account

The first screen you see will be the familiar Account Search screen.



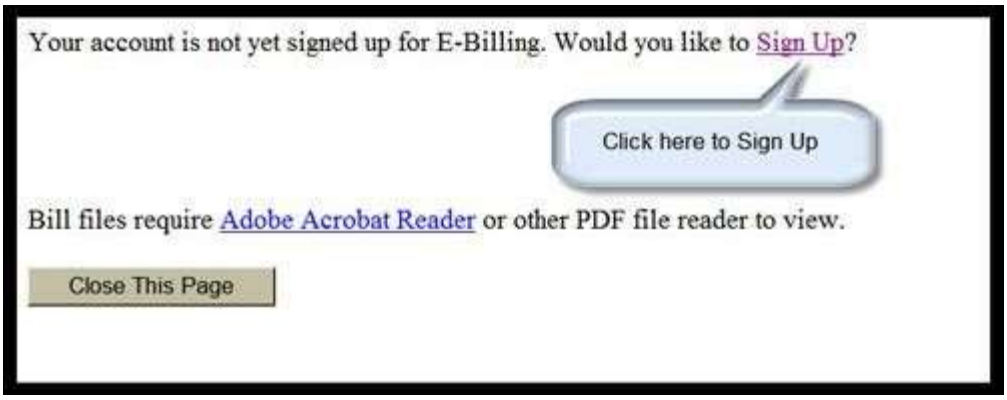
Screen Two - Check / Add Contact Information

At least one phone number and an email address are required...

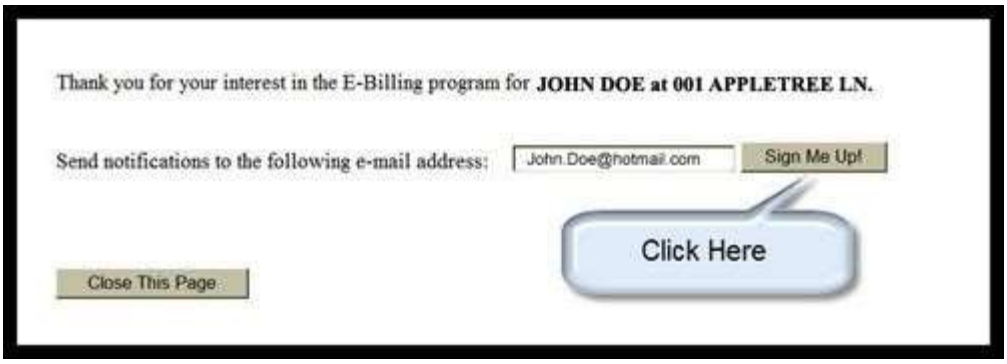
Screen Three - Your Account Info

This is where you access the Paperless Bill link.

Screen Four - Want to Sign Up?

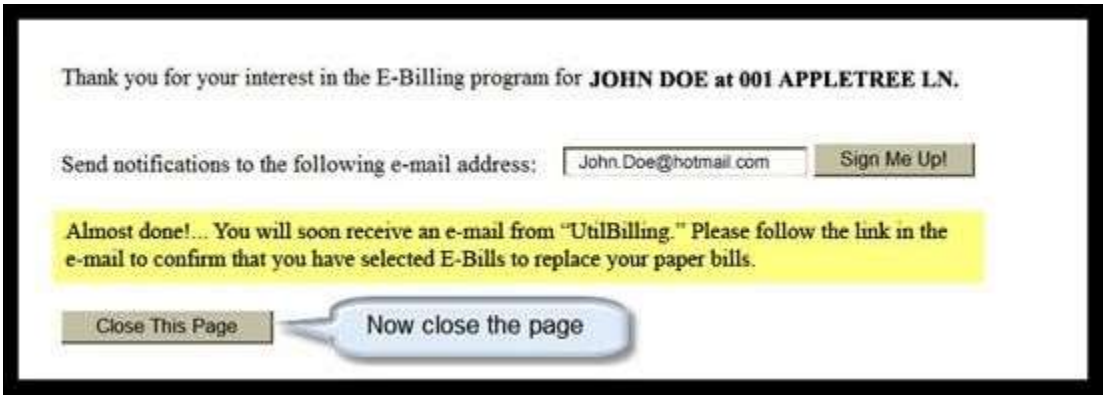


Screen Five - Verify / Add Email Address



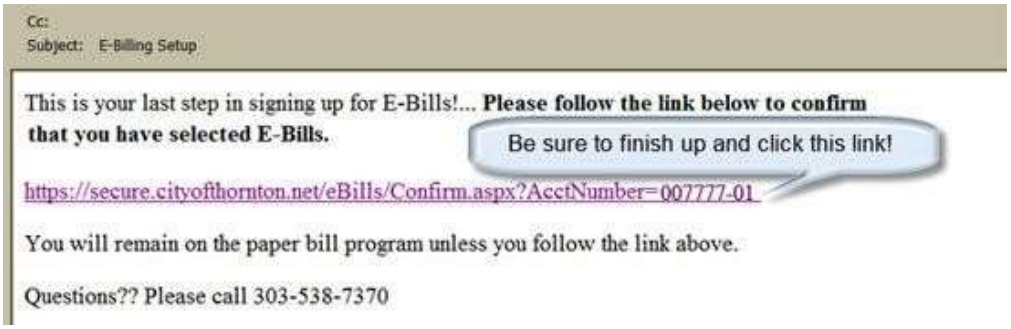
Screen Six - Expect an E-mail

After clicking, you will see the same screen, but with an additional sentence at the bottom...



Screen Seven - Open Your E-mail

You will receive the below e-mail. Don't forget!... You need to click the confirmation link on the e-mail before you're officially enrolled...



Screen Eight - Success!

Your final confirmation screen…

Did you read or print out the steps above? If so, go ahead and sign up on https://secure.cityofthornton.net/.