

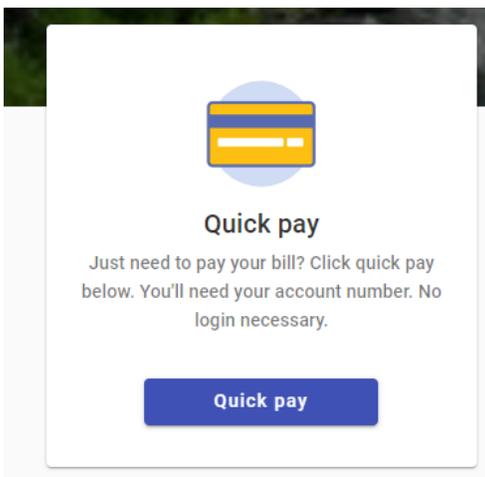


Utility Billing Online Quick Pay Instructions

1. Access the Resident Access portal at <https://cityofwallawalla.tylerportico.com/navigator/public/selections>
2. Select the tile that says Utility Bill Pay

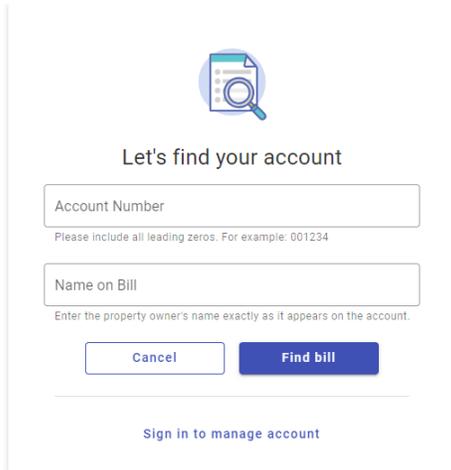


3. Select Quick Pay



4. You will be prompted to enter your account number and the property owner's name. Your account number can be found on your bill, or you may contact customer service at 509-527-4423 or ar@wallawalla.gov. Once the fields are completed, click Find Bill

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A screenshot of a web interface for finding an account. At the top is a magnifying glass icon over a document. Below it is the heading "Let's find your account". There are two input fields: "Account Number" with a subtext "Please include all leading zeros. For example: 001234" and "Name on Bill" with a subtext "Enter the property owner's name exactly as it appears on the account.". At the bottom are two buttons: "Cancel" and "Find bill". Below the buttons is a link: "Sign in to manage account".

Let's find your account

Account Number
Please include all leading zeros. For example: 001234

Name on Bill
Enter the property owner's name exactly as it appears on the account.

Cancel Find bill

[Sign in to manage account](#)

5. The account information will populate on the screen, showing the service address and amount due. You may update the Payment Amount box to the desired payment amount and then select Continue.
6. You will be taken to the payment screen to enter your credit or debit card information; once completed, click submit payment.
7. You will receive payment confirmation.

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