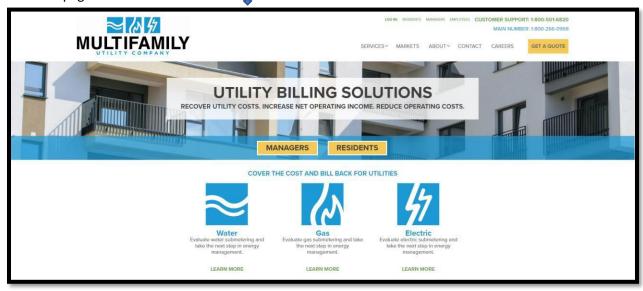


HOW TO: REGISTER FOR EBILL (PAPERLESS)

<u>Step One:</u> To sign up with Ebill, you will need an online account. Once an online account has been made, go to our homepage <u>www.multifamilyutility.com</u>

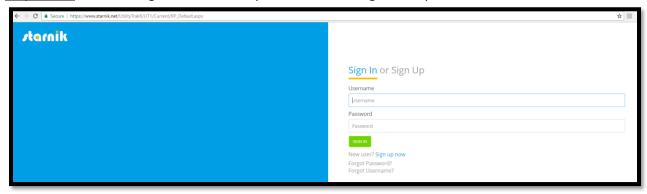
The homepage should look like this:



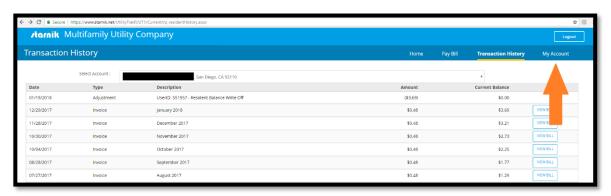
Step Two: On our homepage, click on "Residents".



Step Three: After clicking on "Residents", you will need to "Sign In" to your account.



Step Four: Once logged in, you will see a summary of your "Transaction History". Click on "My Account" then click on "eBill" as shown below:





Step Five: On the "eBill" page you will see the eBill Settings. You will see a slider button to turn "On" eBill.



<u>Step Six:</u> After sliding the button to turn "On" eBill, you'll get a Congratulations note that you are now signed in as shown below:



NOTE: The email confirmation you will be sent, will look something like this:



^{*}We also encourage that you add our email, <u>info@multifamilyutility.com</u> to your contact list to avoid receiving your eBill Notifications to your Spam/Junk folder.