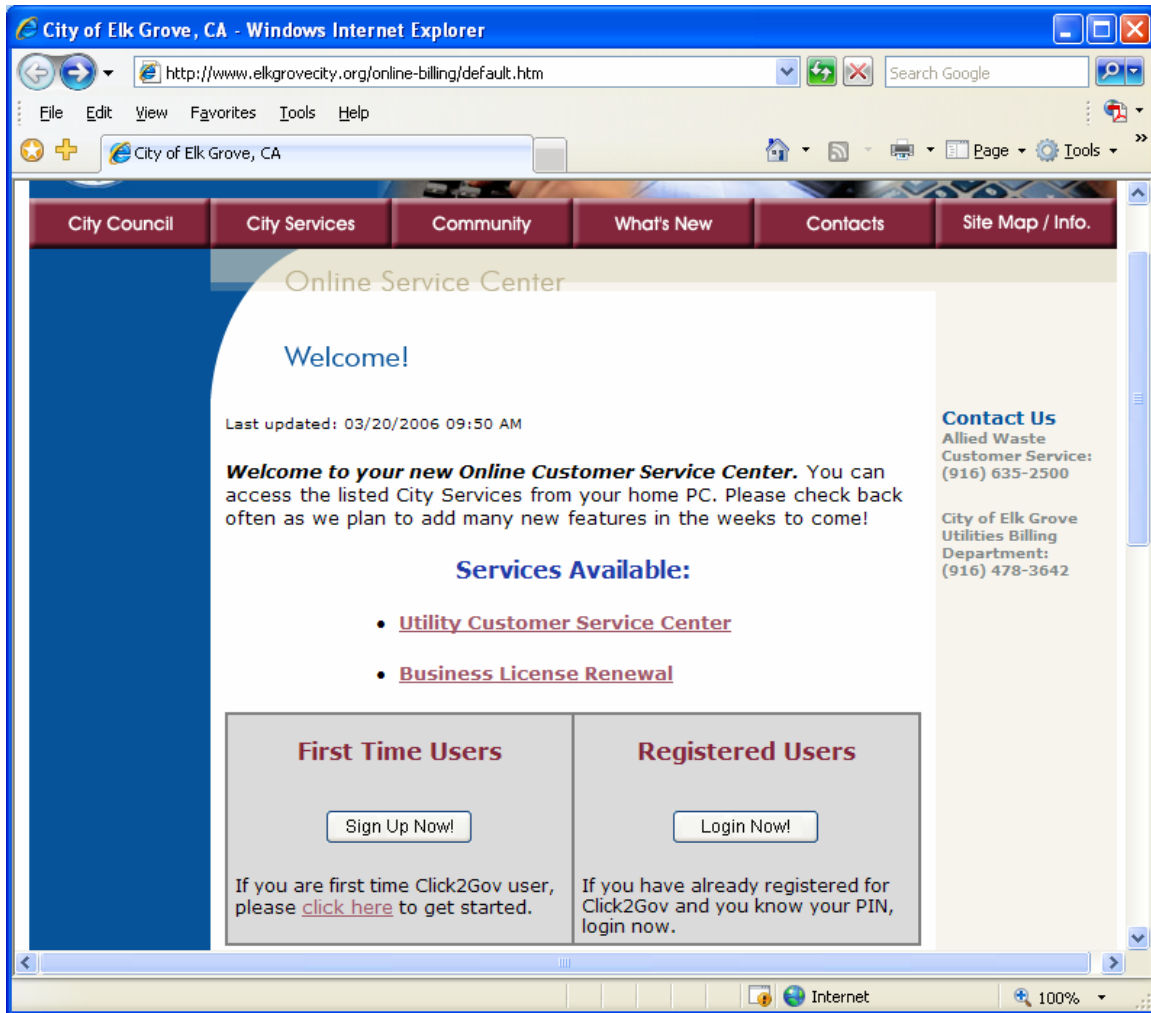


Setting up Access to Utility Billing Click2Gov

To access Utility Billing's online system, you will need to create your account. To do this, please go to <http://www.elkgrovecity.org/online-billing/> and click on "Sign Up Now".



- 1) Once you are on the “Create PIN” page, please have your most recent Utility Bill available. You will need it to fill in all the fields.

Click2GovCX - Windows Internet Explorer

https://c2g.navilinet.com/elgrc2gcx/GetPinInput.jsp

Elk Grove California

Utility Billing

Home
Sign On
Forgot PIN?
Create PIN
Email Us

Fill in the fields directly from your Utility bill.

Account ID: #####-#####

Bill Date: 030106 eg. MMDDYY

Due Date: 041706 eg. MMDDYY

Total Amount Due: 45.06

Cycle and Route Number: 01 - 01

Previous Balance: 45.06

Last Payment Amount: 45.06

Last Payment Date: 021406 eg. MMDDYY

* Account ID must be entered exactly as it appears on your monthly statement.

Submit Clear

* You must copy this straight from your most current bill.

- 2) The next screen will ask you to create your PIN. The PIN can be any alphanumeric set of characters between 3 and 10 characters long.

Click2GovCX - Windows Internet Explorer

https://c2g.navilinet.com/elgrc2gcx/Register.jsp

Welcome to our online customer support.
Before proceeding, we need to collect some registration information. Please fill in the following and click the "Submit" button when completed. Thank you for your time.

Account Number: 55555-55555
Customer: Elk Grove Customer
Address: 12345 Test Drive
ELK GROVE CA

New PIN:
Please enter a new PIN you can easily remember.
You may use any combination of letters and numbers.
NOTE: PINs are case sensitive.

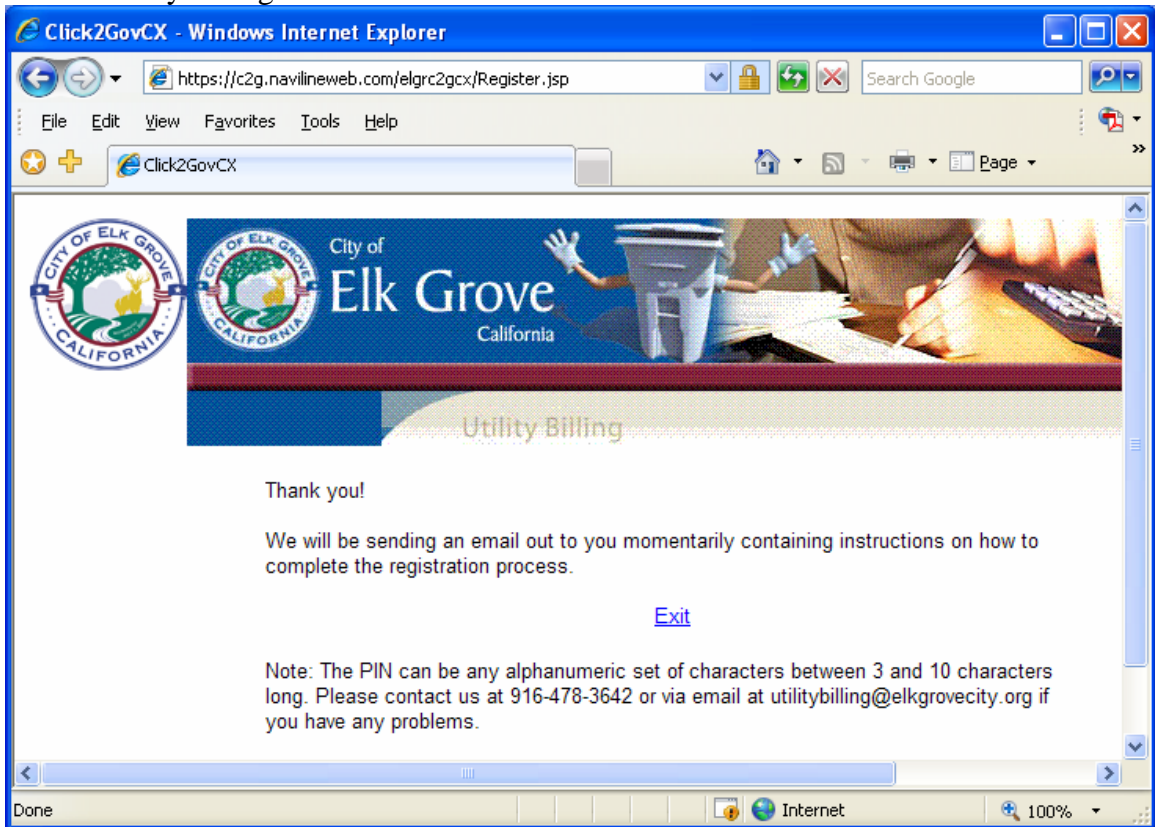
Verify PIN:
Please re-type your PIN for verification.

Password Hint
PIN Hint:
Please provide a message that will remind you of your PIN.

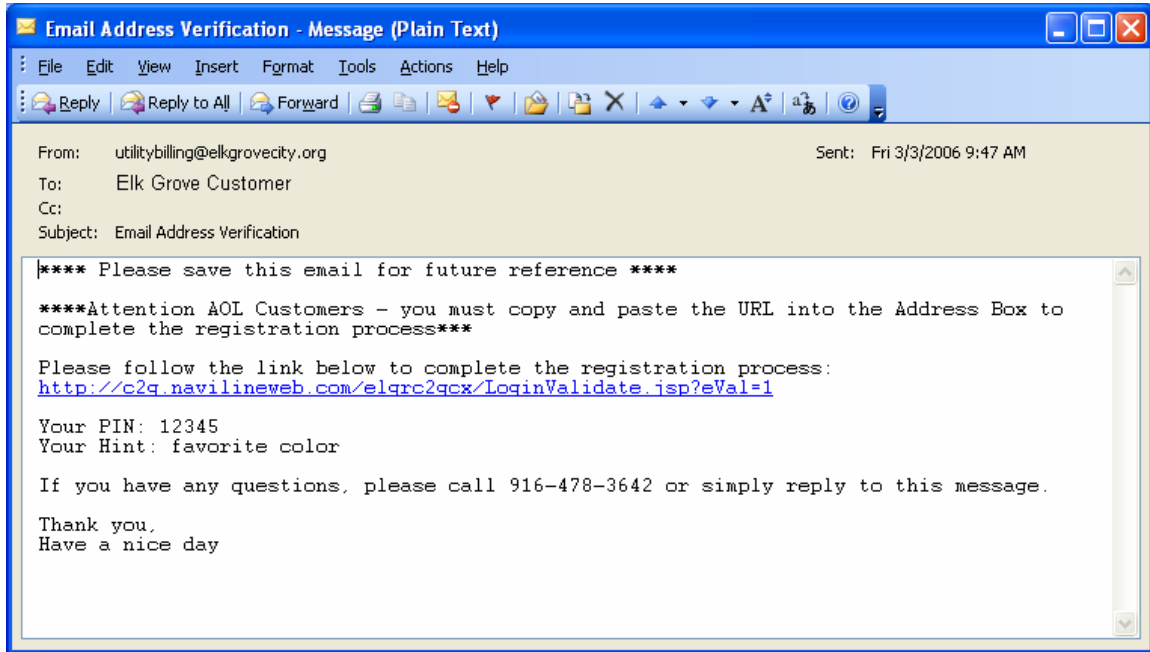
Email Address:
Verify Email Address:
Please verify your email address.

Done Internet 100%

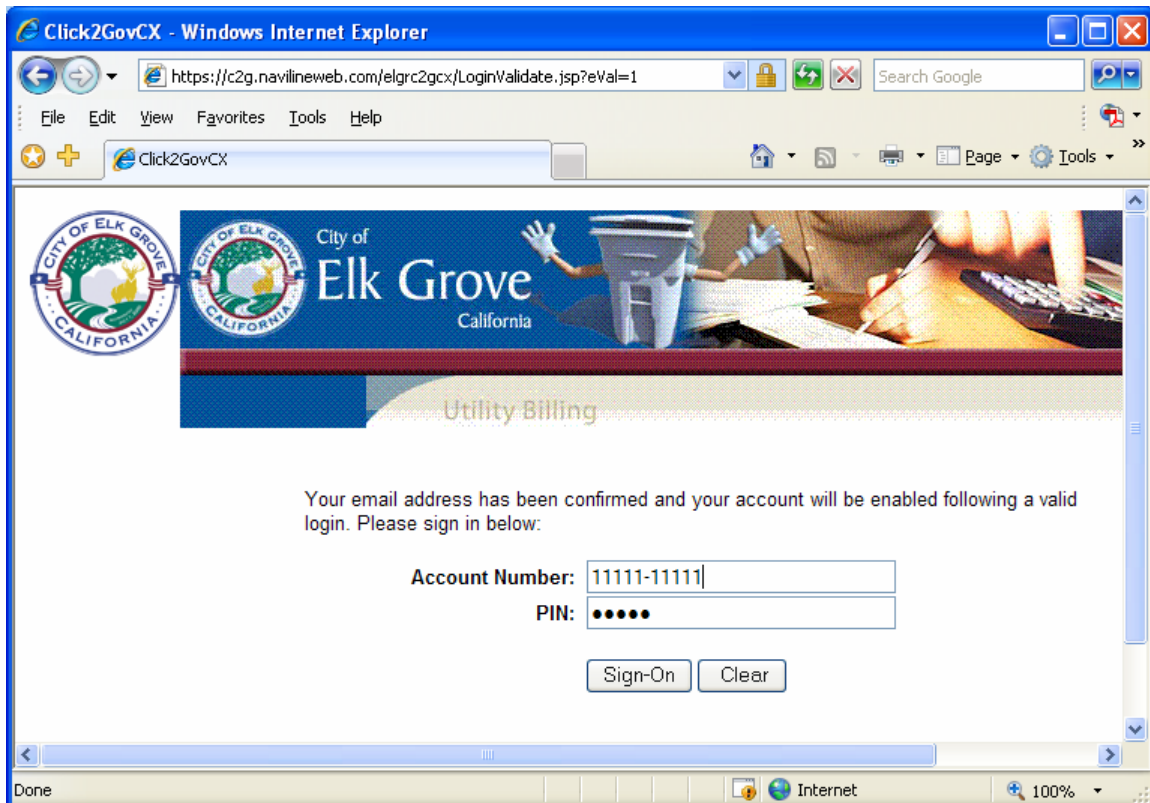
- 3) Click "Submit" you then see the following screen and you will receive an e-mail to finish your registration.



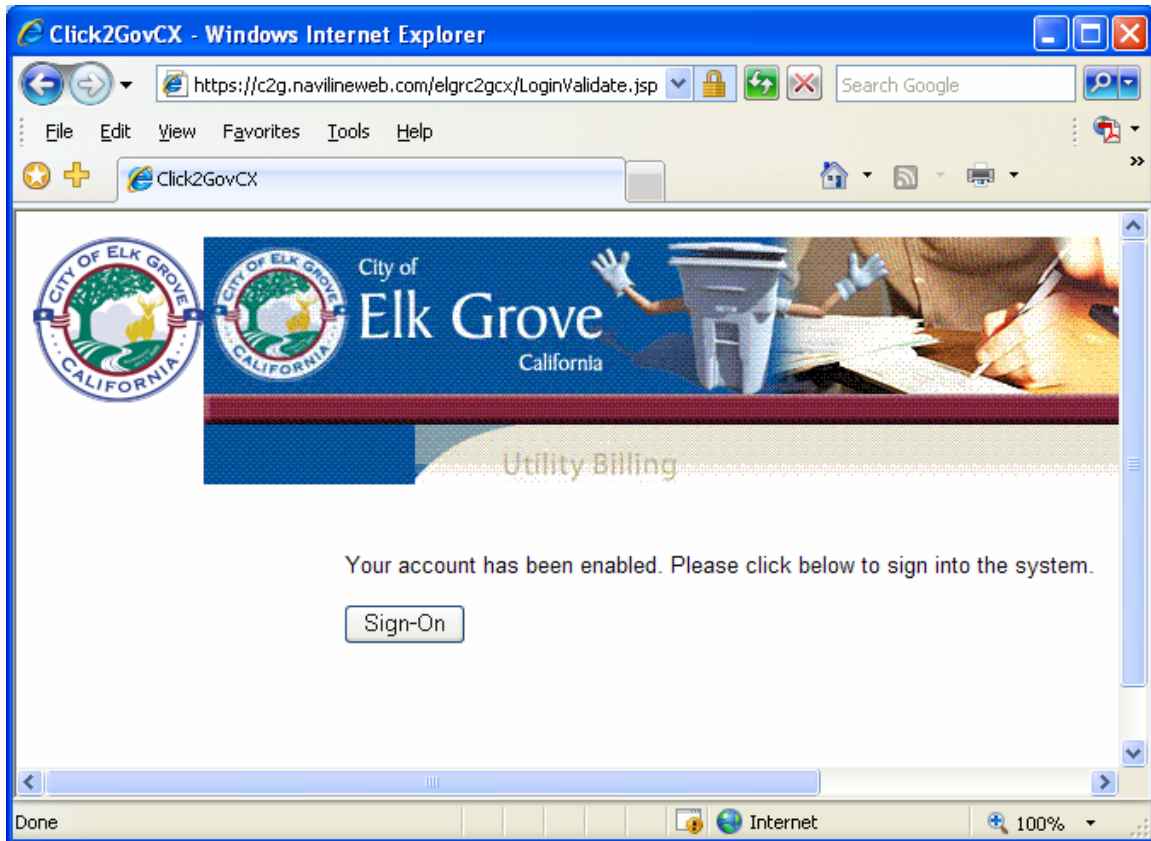
- 4) Once you receive the e-mail, you will need to follow the directions to complete your registration.



- 5) When you click on the link, you will be taken to a confirmation page where you will need to log in to complete the process.



6) Once you have completed the registration, you will see this confirmation page.



7) You can now log in and navigate the system.