



myBCWater

Water Payment System



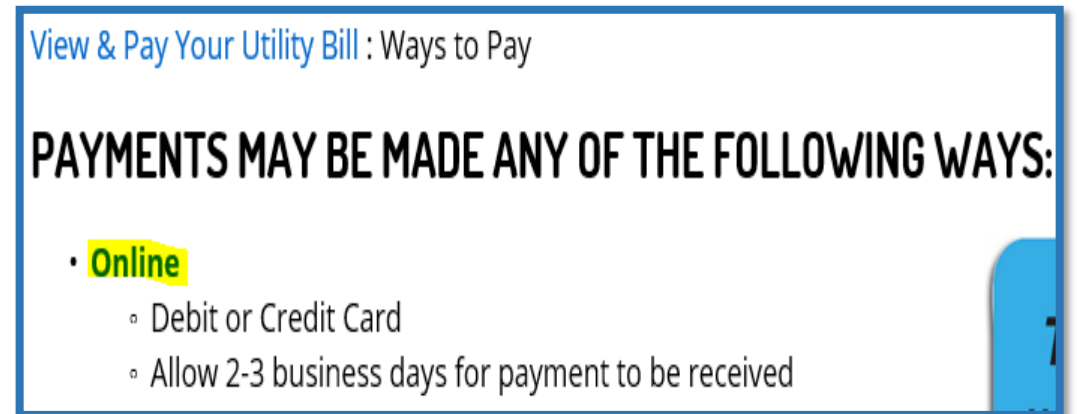
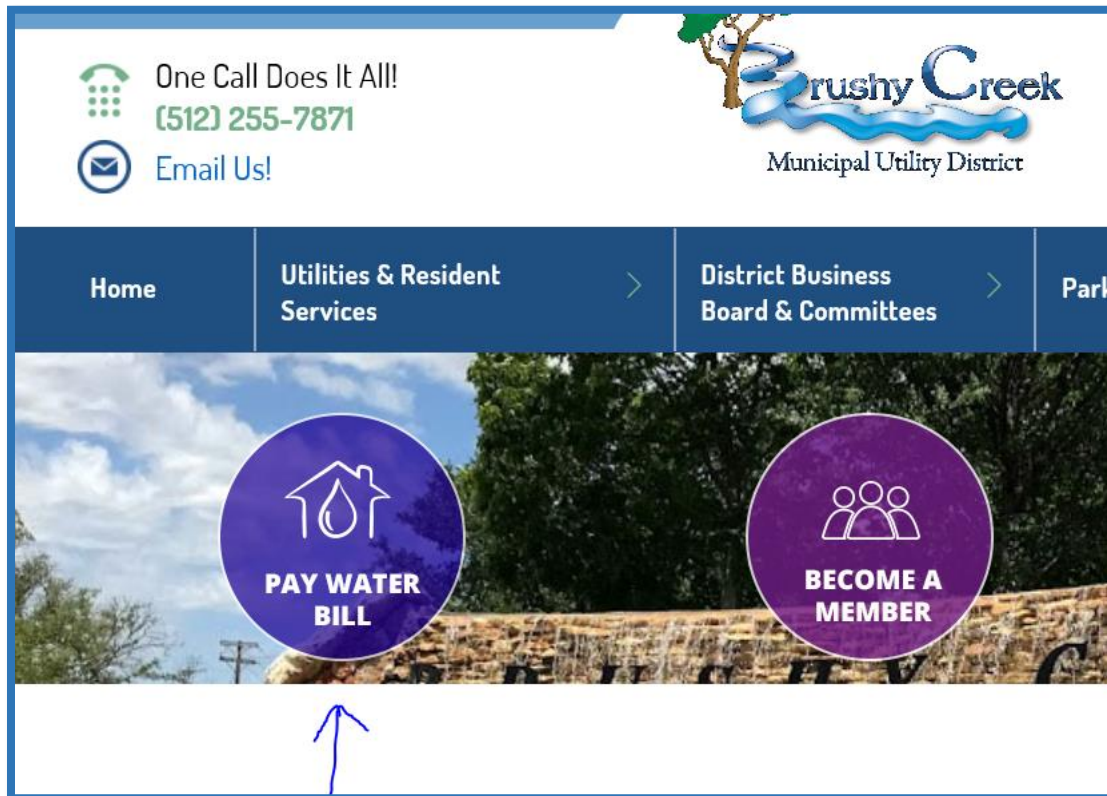
myBCWater Features

- **Direct Access** – YOU securely choose and edit your Credit Cards, Password, and Contact Information on your online account without staff involvement
- **Quick Pay** – Make fast one-time payments without setting up an account Set up automatic payments using a credit/debit card or a checking account
- **Account History** – View your utility account in real-time and review payment history
- **Multiple Accounts** – Manage multiple utility accounts under one username View full account history from the connection date to present
- **Auto Pay** – Set up automatic payments using a credit/debit card or a checking account
- **Water Usage** – View your water and sewage usage history
- **Payment Methods** – Add and save multiple payment methods to choose from

Getting Started

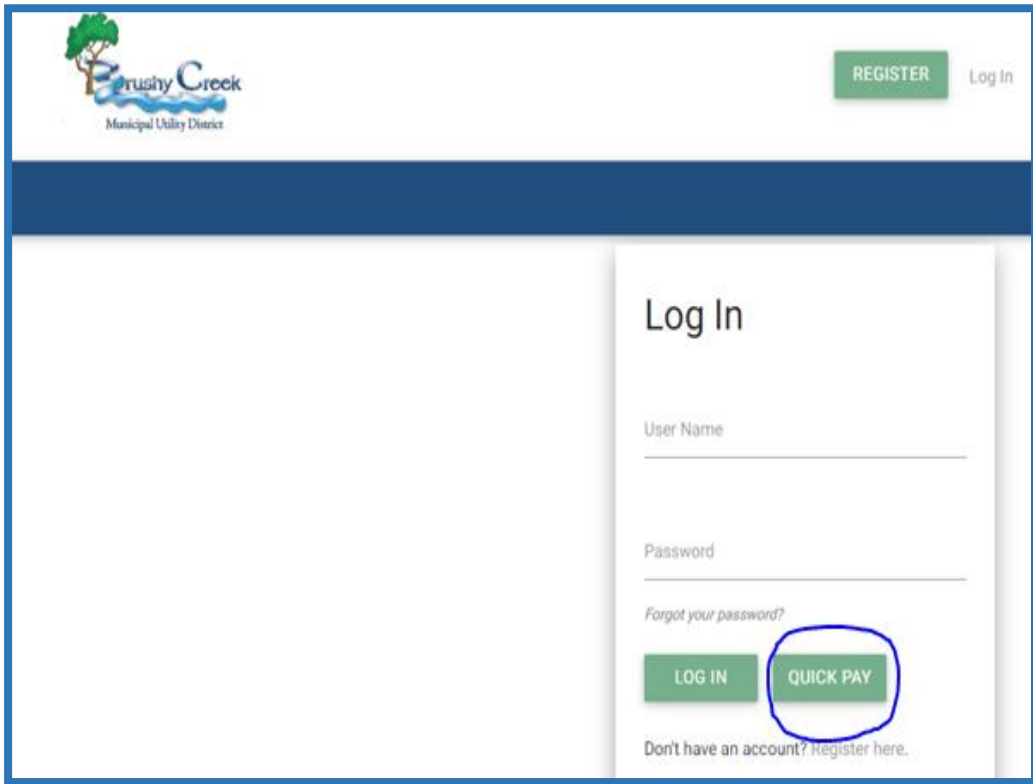
1. From the www.bcmud.org home page click the “Pay Water Bill” button

2. On the following page, click the blue word: “**Online**”



myBCWater

“Quick Pay” Feature



Rushy Creek
Municipal Utility District

REGISTER Log In

Log In

User Name

Password

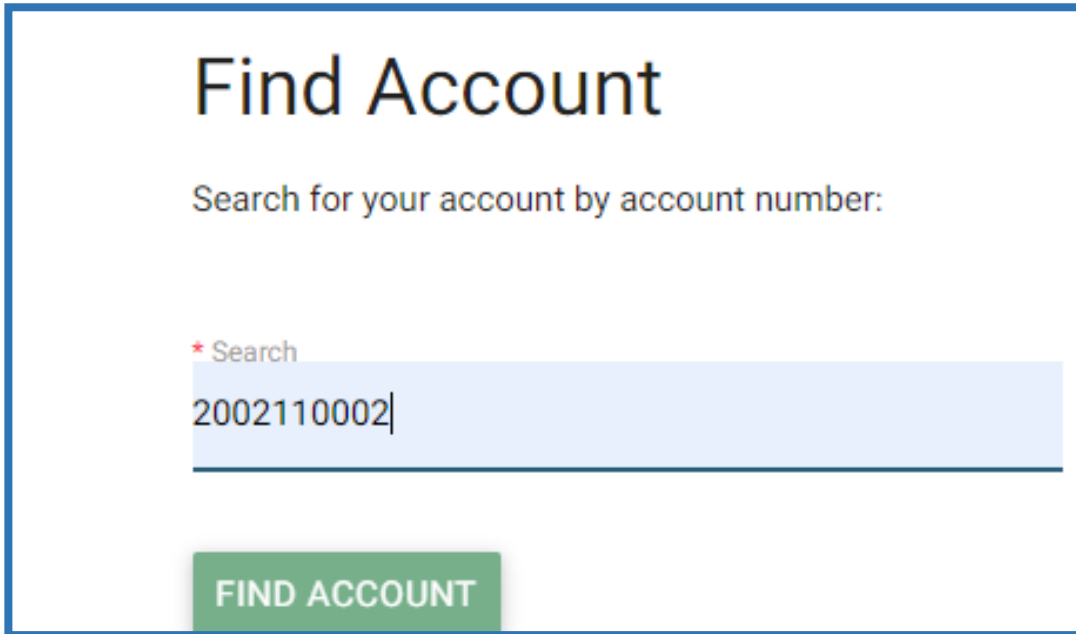
[Forgot your password?](#)

LOG IN QUICK PAY

Don't have an account? [Register here.](#)

- Make one-time payments without creating an online bill pay account.
- Things needed to make a “Quick Pay” payment
 1. Account Number
 2. Credit/Debit Card info, CVV code
- You are now ready to click the “Quick Pay” button

Making a Payment Using “Quick Pay”



Find Account

Search for your account by account number:

* Search
2002110002|

FIND ACCOUNT


- After clicking “Quick Pay” button, the “Find Account” window will appear
- Search for your account using your account number
- Key in your account number (without hyphens)
- Click “Find Account”

Making a Payment Using “Quick Pay” cont’d

- A payment window will appear. Verify your account by checking **Service Address**, **Current Due** and **Bill Status**.
- Key in your name and debit/credit card information. The “Pay” button will turn green; Click it to make your payment.

Service Address	Current Due	Due Date	Bill Status
17501 GREAT OAKS DR FEEDS BATHROOM AND SINKS ROUND ROCK 78681	\$3.00	8/23/2019	Past Due

MasterCard VISA DISCOVER



* \$ Payment Amount
3.00

* First Name

* Last Name

* Card Number

* Expiration Date

* Security Code

* Address
17501 GREAT OAKS DR

* City
ROUND ROCK

* Country
United States of America
* State
Texas

* Postal Code
78681

myBCWater

Registration Process

Brushy Creek
Municipal Utility District

REGISTER Log In

Log In

User Name

Password

[Forgot your password?](#)

LOG IN QUICK PAY

Don't have an account? Register here.

Before beginning the registration process, make sure to have on hand:

1. Your Brushy Creek MUD account number
2. The email address you wish to receive notifications including possibly your bill
3. Your Payment Information:
 - a.) Credit/Debit card information including your CVV code
 - b.) Routing number and account number for your checking account
4. The telephone number on your Brushy Creek MUD account as it will be used for verification

Next click **Register** or **Register here**

Registration Process, cont'd: Search Account

1. Key in your account number (without hyphens)
2. Select "Phone Number" for verification
3. Type your phone number (without hyphens)

Search Account Verify Account Register User Info Complete

Step 1: Account Lookup

Please enter your account number as shown on your bill.

Account Number
2990030000

SEARCH

Please enter the phone number, last 4 digits of Social Security number, or TaxID associated with your account.

Phone Number
 Last 4 SSN/Tax ID

Phone Number
5122557871

Registration Process, cont'd: Verify Account

- Check the address displayed and Click **“Yes, This is My Account”** to verify account and continue

The screenshot shows a web interface for account verification. At the top, a progress bar contains four steps: 'Search Account', 'Verify Account' (highlighted in dark blue), 'Register User Info', and 'Complete'. Below this, the heading 'Step 2: Verify Account' is centered. A yellow highlight covers the text 'Service Addresses associated with Account Number 2990030000'. Below this, a white box contains the following information: 'Customer Name: BCMUD - CREEKSIDE PARK/POOL BATHROOMS' and 'Service Address: 4300 HAIRY MAN ROAD - 1.5" ROUND ROCK 78681'. At the bottom, there are two green buttons: 'YES, THIS IS MY ACCOUNT' on the left and 'I DON'T SEE MY ACCOUNT' on the right.

Registration Process, cont'd: Complete Registration

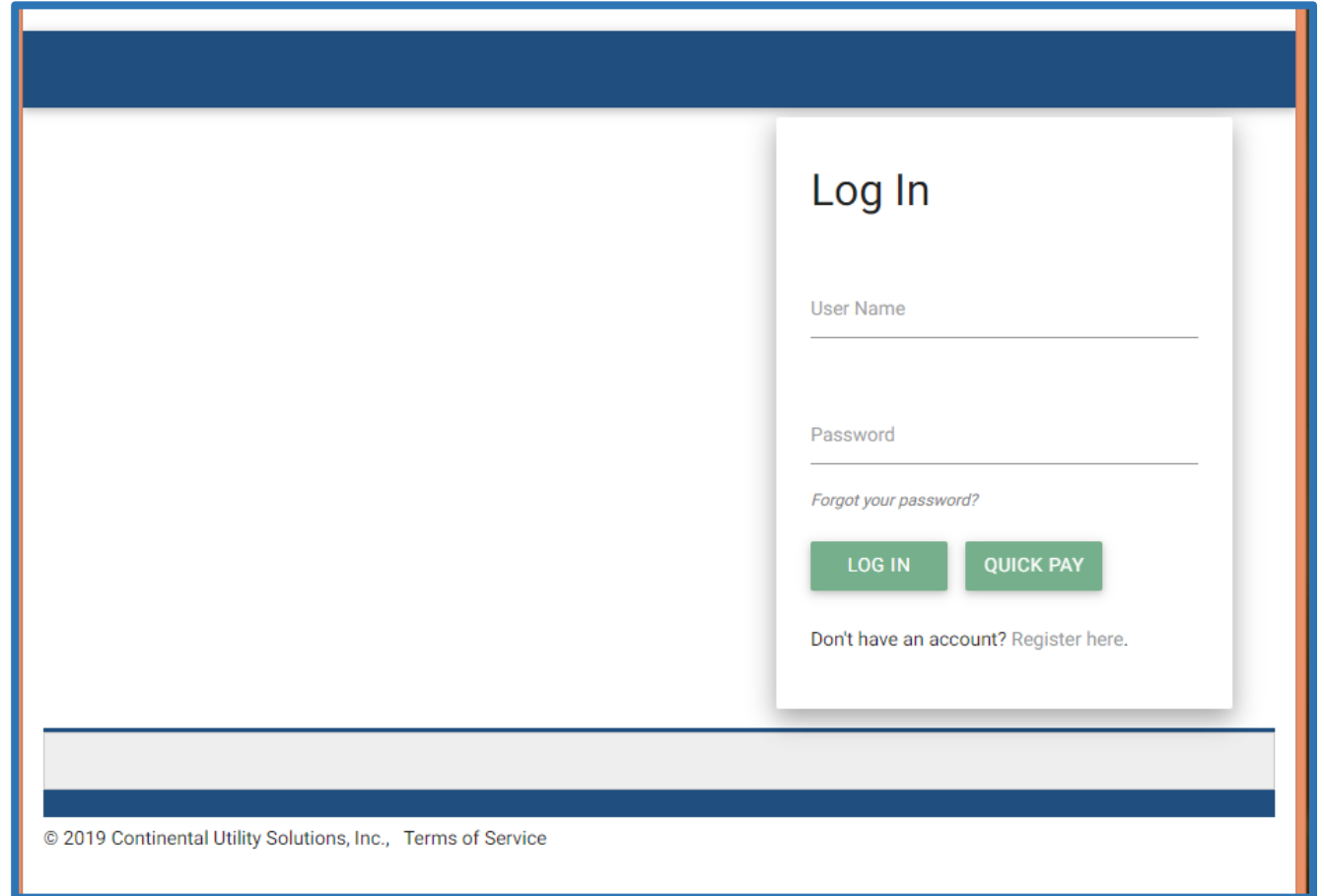
1. Select a username you can remember
2. The Email Address will auto populate from what's currently on your account, but can be edited
3. Key in your password twice
4. Click **Register**
5. "Registration Success" will be displayed on the following screen
6. You will receive a confirmation email



The screenshot displays a web interface for account registration. At the top, there is a navigation bar with four buttons: 'Search Account', 'Verify Account', 'Register User Info' (which is highlighted with a blue arrow), and 'Complete'. Below this, the main heading reads 'Step 3: Create User'. The form contains four input fields, each with a red asterisk indicating a required field: 'User Name', 'Email Address' (pre-filled with 'b.nixon@bcmud.org'), 'Password', and 'Confirm Password'. A green 'REGISTER' button is positioned at the bottom left of the form area.

Accessing your **myBCWater** Account

- Key in your username and password
- Click **Log In**
- The next screen will be your Account Home Page



The screenshot shows a web page with a dark blue header and footer. The main content area is white. On the right side, there is a white box titled "Log In". Inside this box, there are two input fields: "User Name" and "Password". Below the "Password" field, there is a link that says "Forgot your password?". At the bottom of the box, there are two green buttons: "LOG IN" and "QUICK PAY". Below the buttons, there is a link that says "Don't have an account? Register here.".

Log In

User Name

Password

Forgot your password?

LOG IN QUICK PAY

Don't have an account? Register here.

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Your myBCWater Account Home Page

The screenshot shows the myBCWater account home page. At the top, there is a navigation bar with 'Home' on the left and 'Manage Accounts' with a question mark icon on the right. Below this is a green header bar containing the account number '002002110002' and the address '17501 GREAT OAKS DR FEEDS BATHROOM AND SINKS ROUND ROCK, TX 78681'. A small dropdown arrow is next to the address. The main content area is divided into several widgets:

- Pay Bill:** Shows 'Current Due' as '\$3.00' with a 'Past Due' status. The due date is 'Friday, August 23, 2019'. There are two buttons: 'VIEW CURRENT BILL' and 'MAKE A PAYMENT'.
- Usage History:** A bar chart for 'Sewer' usage from August 2018 to August 2019. The y-axis ranges from 0 to 15000. Usage is highest in September 2018.
- Account History:** A table with two columns: 'BILLS' and 'PAYMENTS'. The table shows three rows of data for August 2019, July 2019, and June 2019, all with a value of \$0.00. A 'VIEW ACCOUNT HISTORY DETAILS >' link is at the bottom.
- Message Center:** Displays 'No messages to display'.
- Financial History:** A line chart showing 'Billed Amount' from August 2018 to August 2019. The y-axis ranges from -1.0 to 1.0. The chart shows a flat line at 0.0.
- Help:** A sidebar with three sections: 'Payment & Billing' (AutoPay, account history, payment methods), 'Account Management' (register new account), and 'User Profile' (change password, communication preferences).

- Check your address at the top of the screen
- If you have additional utility accounts at different addresses, you can click on “Manage Accounts” or the small arrow next to your account number to switch to another account

Widgets:

- Pay Bill
- Message Center
- Financial History
- Usage History
- Account History
- Help

MasterCard VISA DISCOVER

FULL NAME

* Payment Amount
3.00

* First Name

* Last Name

* Card Number

* Expiration Date * Security Code

* Address
17501 GREAT OAKS DR

* City
ROUND ROCK

* Country * State
United States of America Texas

* Postal Code
78681

Remember my information for next time

PAY \$3.00

Remember my information for next time

Use for recurring payments (AutoPay)

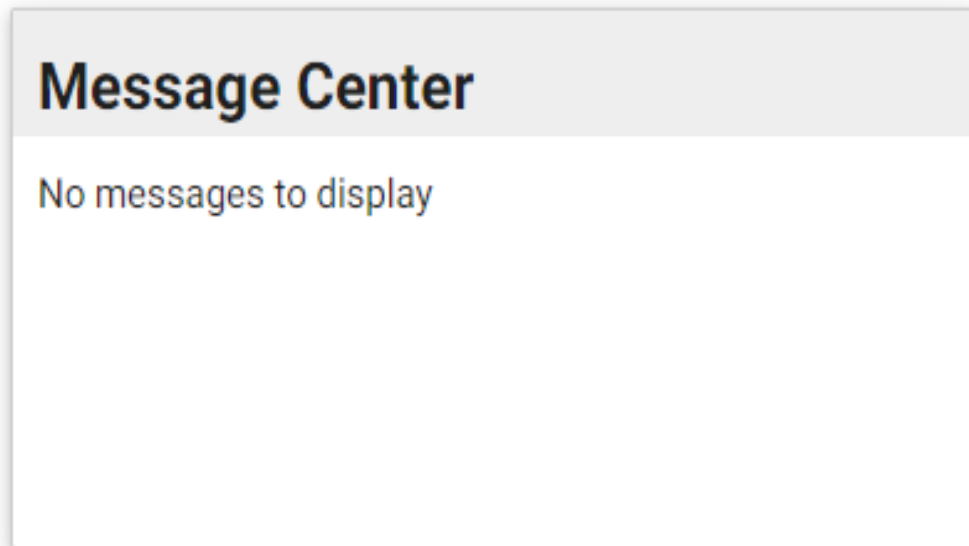
PAY \$3.00

Pay Bill

- Once you click on **Make a Payment** the screen to the left appears
- Fill out required fields showing a **red asterisk**
- Once you have keyed in your credit/debit card information you will have the option to save your credit card information to use for future payments by selecting “Remember my information for next time”
- You also have the option to select “**Use for recurring payments**” if you would like to pay your monthly utility bill automatically using your saved credit card information

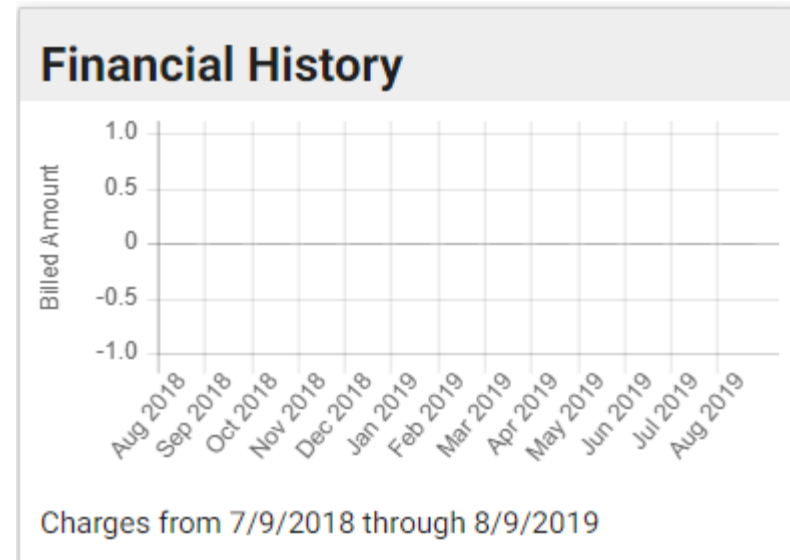
Message Center

- **Message Center Widget** > Displays any news related to your account, similar to the messages currently found on your statement. You may also be notified of any online portal issues or updates in the message center.



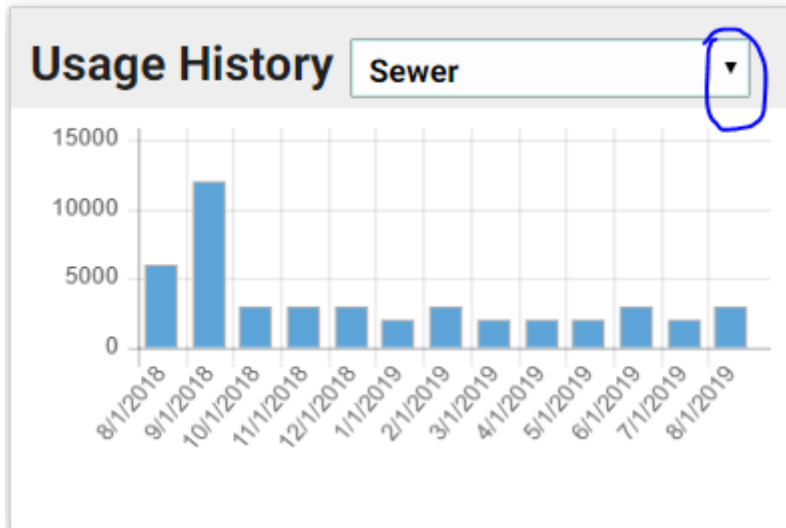
Financial History

- **Financial History Widget** > Shows how much you are spending on your utility bill on an annual basis. Some customers may find this useful during tax time.



Usage History

- **Usage History Widget** > Shows twelve months of water and sewer consumption. It auto populates to Sewer. Click on the drop down arrow to see your water usage history.



Account History

- **Account History Widget** > Provides your complete account history of both bills and payments. You can access this information by clicking on view Account History Details.

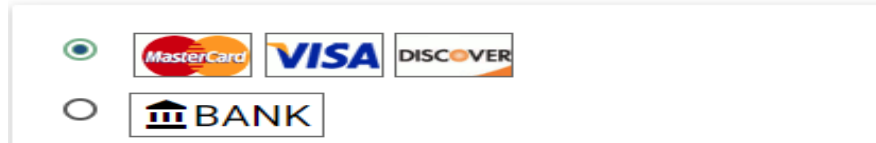
The Account History widget displays a table with two columns: BILLS and PAYMENTS. The table shows three entries for payments, all with a value of \$0.00. A yellow button labeled 'VIEW ACCOUNT HISTORY DETAILS' is located at the bottom of the widget.

BILLS	PAYMENTS
8/2/2019	\$0.00
7/2/2019	\$0.00
6/4/2019	\$0.00

Help Page

- **Payment & Billing** > “I want to set up **auto pay**” you can set up auto pay with a credit/debit card or a bank account. You will be able to add, edit and or delete. Please verify your Routing and Account numbers are accurate.

Add Payment Source



The screenshot shows a form titled "Add Payment Source" with two rows of radio button options. The first row contains three options: "MasterCard", "VISA", and "DISCOVER". The second row contains one option: "BANK". The "MasterCard" option is selected, indicated by a filled radio button.

- **Payment & Billing** > “I want to view my account history” Allows you another way to view your account history
- **Payment & Billing** > “I want to manage my payment methods” Gives you access to all of your saved methods of payment. You will be able to view, add, edit, and/or delete.
- **Account Management** > “I want to register a new account” If you have multiple accounts and you want to manage multiples under one user name, please click here.
- **User Profile** > “I want to change my password” Enables you to edit your login information
- **User Profile** > “I want to change my communication preferences” By clicking on this, you are able to:
 - 1.) View or Change your address
 - 2.) View or Change both your portal and billing email
 - 3.) View or Change your phone number
 - 4.) Request to receive your bill via email versus printed (*This option is located under the Correspondence tab - See photo below*)

Help

Payment & Billing

- I want to set up AutoPay
- I want to view my account history
- I want to manage my payment methods

Account Management





- I want to register a new account

User Profile


- I want to change my password
- I want to change my communication preferences

Communication Preferences

Contact Information

 Billing Address	BCMUD - PW BLDG 17501 GREAT OAKS DR FEEDS BATHROOMS AND SINKS ROUND ROCK, TX 78681	▼ Edit
 Billing Email	b.nixon@bcmud.org	▼ Edit
 Portal Email	n.harris@bcmud.org	▼ Edit
 Primary Phone	512-255-7871	▼ Edit

Correspondence

 Statements		^ Edit
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Print
 Email

[SAVE](#) [CANCEL](#)