

# Paying your water bill on-line



The City of Cerritos on-line payment service is offered to Cerritos residents and business owners as an alternative to paying water bills by mail or in person. Currently this on-line payment service is only offered for paying water bills.

## Is it safe?

This City on-line service uses the same encryption features used in major on-line purchasing websites. The https:// address on the site is another indication that your on-line payment is safe and secure.

## Do I need to create a login?

No. All you need are your Customer and Street numbers, located on the bottom left corner of your water bill. After supplying this information and your Credit Card information, your bill can then be paid. If you choose, after you have completed your payment, you can print a receipt.

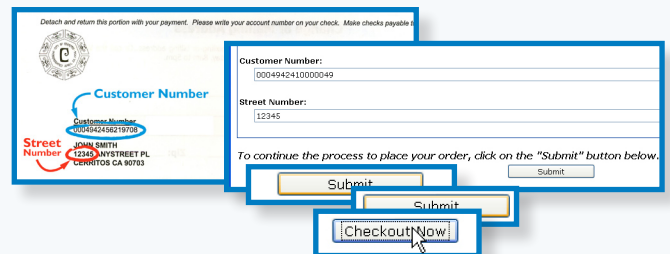
## Is this replacing my water bill?

No. You will still receive a water bill in the mail, and you still have the option to pay in person or by mail. Please note that processing of payments made on-line will take approximately one business day. If you have received a Disconnection Notice or any other delinquency notice, you will not be guaranteed faster payment processing than if you pay in person.



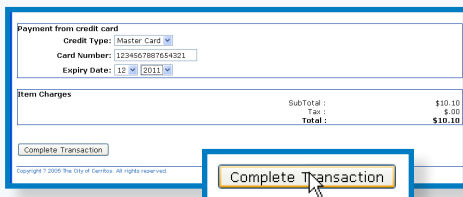
For additional questions, please contact **Water Billing at (562) 916-1235**. City Hall is located at 18125 Bloomfield Ave. and is open from 8 a.m. to 5 p.m., Mon.–Fri.

## How do I use the on-line payment service?

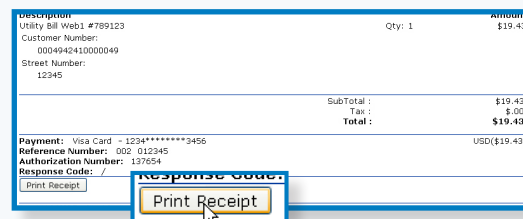


**1** Visit the Cerritos website at [www.cerritos.us](http://www.cerritos.us) and click "I want to..." then "Order/Pay" then "My water bill on-line." For convenient access, bookmark the main water bill payment page through your Internet browser.

**2** Check the lower left portion of your regular water bill and note the Customer and Street numbers. Type in the corresponding numbers into the form fields on the site. Click on the **Submit** button, **Submit**, and **Checkout Now**.



**3** The on-line payment service shows your total. Enter your Credit Card information, and click on **Complete Transaction**.



**4** After your transaction, you will see a record of your payment. **Print this receipt for your records** by clicking on **Print Receipt**, then click OK or Print.



City of Cerritos

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