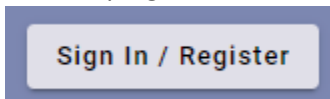


## Enroll in Autopay

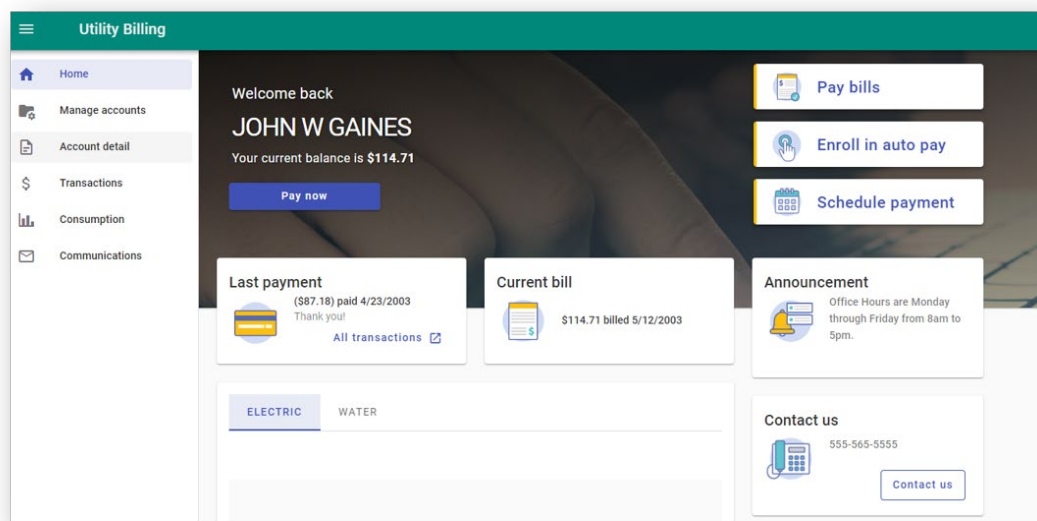
1. Visit: <https://municipalonlinepayments.com/danvillein>  
Or scan the QR code:



2. In the top right-hand corner of the page, please select the “Sign In / Register” button



3. Once logged in, select the “Enroll in Auto Pay” tab on your accounts homescreen



4. From here, provide your payment information

The screenshot shows the 'Update auto pay' form in the Utility Billing system. The form is titled 'Update auto pay' and has a 'Pay now' button in the top right corner. The address is '7205 KNIGHT DR.' and the account number is '24-0070-01'. The 'Payment day' is set to '1st'. The 'Payment Method' section lists several options: Visa ...1111 (selected), Visa ...1111, Checking ...1111, Visa ...3092, Mastercard ...4433, Enter new Credit card, and Enter new eCheck. There are 'Cancel' and 'Update info' buttons at the bottom. On the right side, there are two boxes: 'Announcement' with office hours information and 'Contact us' with the phone number 555-565-5555.

5. Enrollment confirmation will look like this:

The screenshot shows the 'Auto pay setup confirmation' page in the Utility Billing system. The page is titled 'Auto pay setup confirmation' and has a 'Pay now' button in the top right corner. The main content area contains a success message: 'You have successfully enrolled in Auto Pay!' followed by details about the credit card ending in 1111 and the account number 24-0070-01. Below this, there is a message about an existing balance of \$114.71 and a 'Pay now' button. At the bottom right, there are links for 'Home' and 'Manage auto pay'. On the right side, there are two boxes: 'Announcement' with office hours information and 'Contact us' with the phone number 555-565-5555.

6. And the ability to Manage auto pay now shows as an option:

The screenshot shows the Utility Billing home page for user JOHN W GAINES. The page displays the current balance of \$114.71 and the next draft date of 3/1/2021. There are three main action buttons: 'Pay bills', 'Manage auto pay', and 'Schedule payment'. Below these, there are sections for 'Last payment' (\$87.18 paid 4/23/2003), 'Current bill' (\$114.71 billed 5/12/2003), and 'Announcement' with office hours information. At the bottom, there is a 'Usage' section for 'ELECTRIC' and 'WATER' with tabs for 'Monthly', 'Daily', and 'Hourly', and buttons for 'Usage' and 'Cost'. On the right side, there is a 'Contact us' box with the phone number 555-565-5555.