



## LAS FLORES WATER COMPANY

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# Announcing Online Bill Portal!

## Effective August 1, 2020

**GO PAPERLESS!!**

**SIGN UP FOR ONLINE BILLING SERVICES**

**HAVE INSTANT ACCESS TO YOUR ACCOUNT INFORMATION 24/7**

### To register:

- Before you begin, make sure you have your current bill in hand because you must enter your name and account information exactly as it appears on the bill. If any information is incorrect, you must contact us at 626-797-1138.
- To begin the registration process, go to [lasflores.viewmybill.net](http://lasflores.viewmybill.net) and click the “Register” link. However, this will *not* allow you to see your bill until we do your next billing. *After you submit your registration, you will receive an email where you **must** click the link to activate your account.* At this point, you can login to your account and view your balance (but not your bill yet).
- After the next billing, you will receive an email notifying you that your bill is ready to be viewed.
- Once you have received your first bill, you can click the link and login with your email address and password to view your bill. If you wish, you can pay your bill from your account screen. You will need our company ID #9100111 and your account number found on your bill.

### To make a payment (even if you have not yet registered):

- Under the Unregistered Users heading, click “Click Here to pay your bill.” This will take you to the SOFTtelPay payment system where you will enter your account number, payment amount, and credit card information. You will need our company ID #9100111 and your account number found on your bill.

**When you sign up for Online Billing Services you will receive a monthly email notification when your bill is ready for viewing. No more bills to file or shred!! Simply register for Online Billing Services and you will have instant access to your account information.**

**Please be aware that you will still have the option to receive a paper bill when you register. If you opt out of receiving a paper bill, you will be able to print a copy of your bill from the website.**