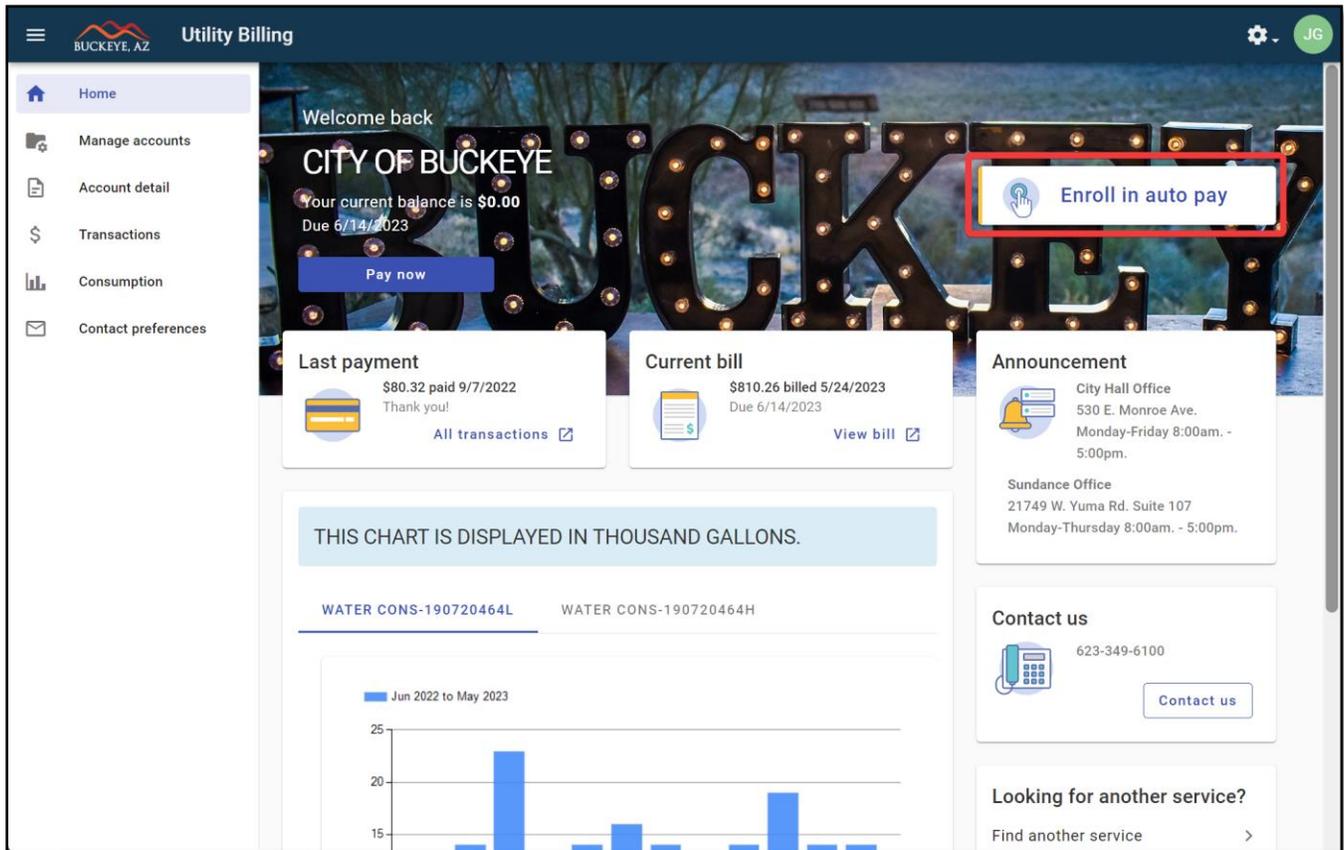# UTILTIY BILLING – AUTOMATIC PAYMENT ENROLLEMENT

[City of Buckeye Resident Access Utility Portal](#)

Select "**Enroll in auto pay**" to set up automatic payments using either eCheck or Credit Card payment methods.

Note: if you are not currently enrolled the button will say "**Enroll**" if you are enrolled in an automatic payment method the button will say "**Manage auto pay**"
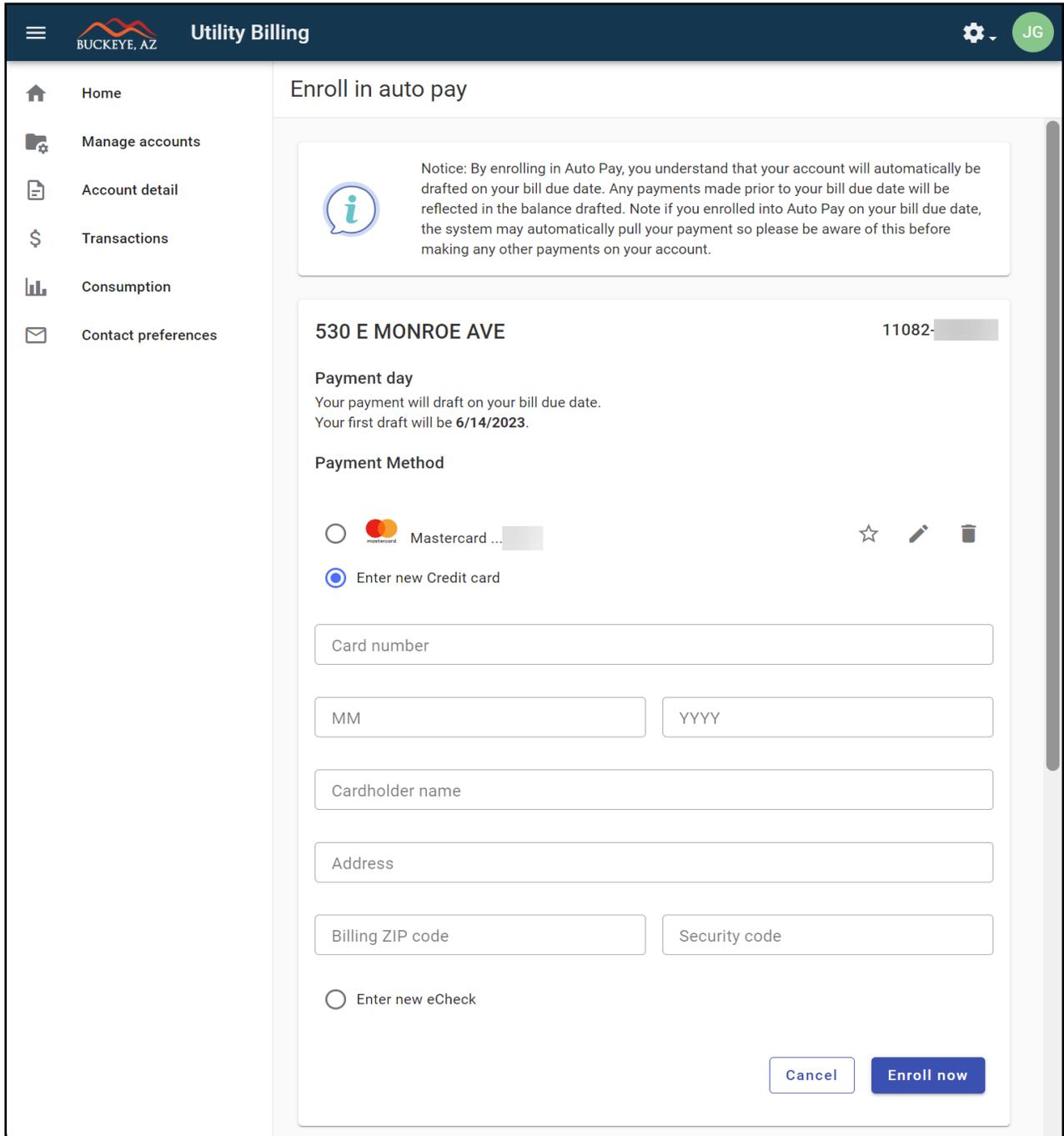

The next screen will allow you to select the desired account(s) you wish to enroll in auto pay.

6/10/2023 - Updated

UTILTIY BILLING – AUTOMATIC PAYMENT ENROLLEMENT
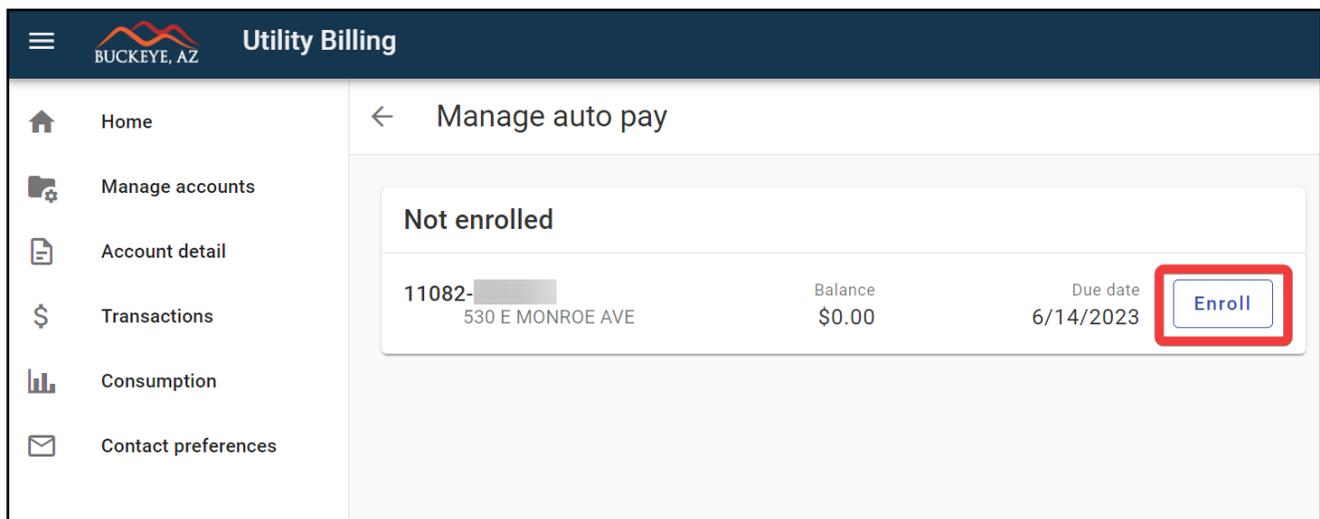
The next screen will allow you to select a payment method. Auto Pay by eCheck will allow for less account maintenance as you will not need to update automatic payments when your card expires or needs to be replaced. If you have used a card for one time payment it will be listed in the available choices at the top.
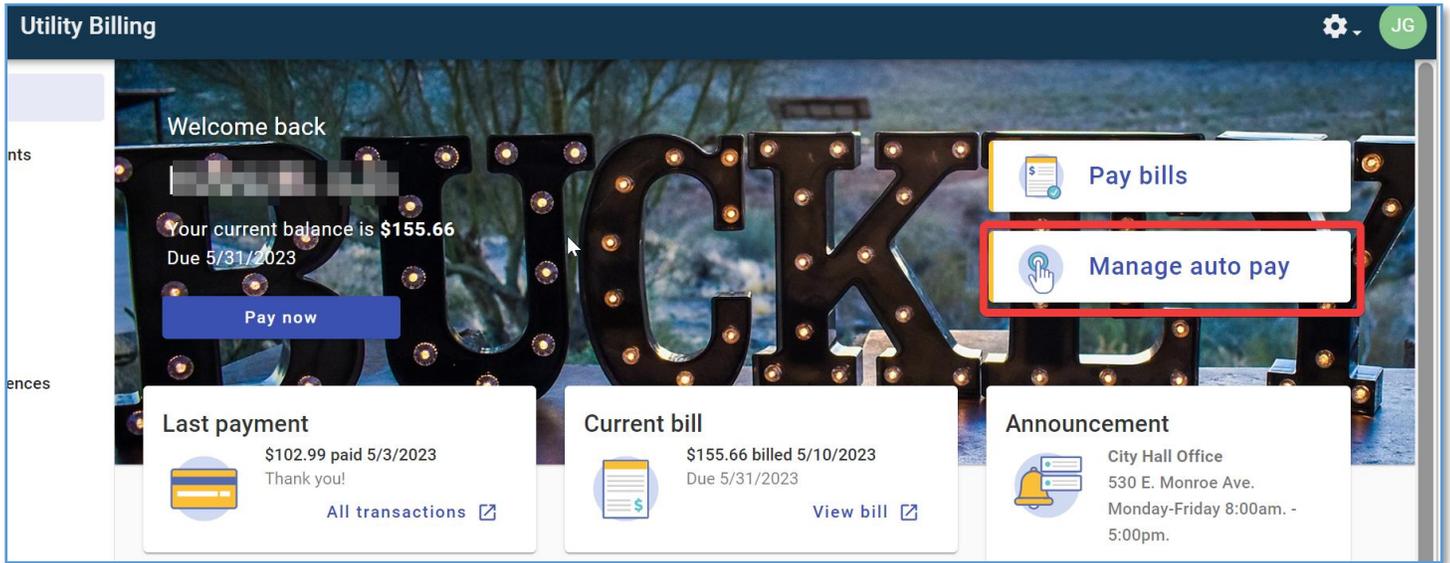
Note: if you were enrolled in auto pay with our previous payment processor you will need to enter your CVV number on the card to enroll with our new payment processor.

Upon successful completion you will receive confirmation for your records.

6/10/2023 - Updated

Once enrolled, you will now be able to "**Mange auto pay**" at any time by accessing your RA Utility Account.

When clicking the three dots menu, you will have the ability to Update payment info, Postpone Auto Pay, or Cancel Auto Pay. If you do have an additional account that is not enrolled in auto pay they will be listed in the bottom section window.

6/10/2023 - Updated