



**SIGN UP
FOR
PAPERLESS!**

xpress BILL PAY

ALREADY HAVE AN XPRESS BILL PAY ACCOUNT?

- Step 1: Go to www.xpressbillpay.com and log in
- Step 2: Click "View Bill" under the account you would like to be paperless
- Step 3: Locate the "Paperless (Off)" button
- Step 4: Click the button to turn "Paperless (On)"

REGISTER AND SIGN UP FOR PAPERLESS:

- Step 1: Go to www.xpressbillpay.com
- Step 2: Click "Sign Up" on the top of the screen
- Step 3: Fill in your email and password, then click in the "I'm not a robot" box and follow prompts
- Step 4: Complete the short registration form and click "Next"
- Step 5: Go to your inbox and open the verification email, click "Verify Email" and "Continue" to log in
- Step 6: Select your billing organization
- Step 7: Enter your account number and last name, then click in the box to opt in for paperless and select "Locate Bill" and select "Locate Account"

Go to www.xpressbillpay.com to create an account or login and search for billing organization:



USER LOGIN **SIGN UP**

Login to Pay Your Bills Online

EMAIL ADDRESS
Email Address

PASSWORD
Password

[Forgot Password](#)
[Create a New Account](#) **LOGIN**

Add New Bill

Find your billing organization:

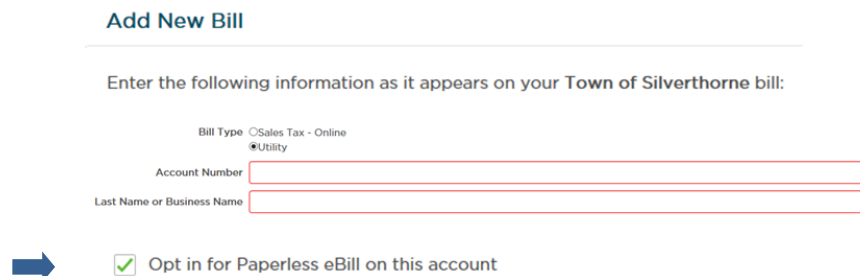
Search

[Click Here to Request Utility Service](#)

Billing organizations near your address (1):

SUMMIT COUNTY Snake River WWTP

Fill in the account number, last name fields and check the box with "Opt in Paperless eBill on the account"



Add New Bill

Enter the following information as it appears on your Town of Silverthorne bill:

Bill Type Sales Tax - Online
 Utility

Account Number

Last Name or Business Name

Opt in for Paperless eBill on this account

Thank you for signing up for paperless billing!