

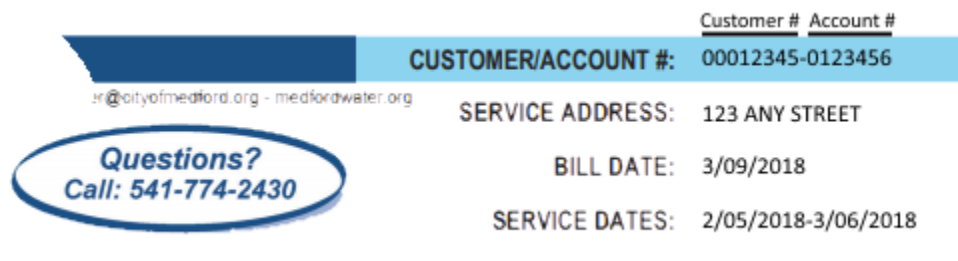


How to make a one-time payment using a Credit Card or Checking Account

Customers can make a One-Time payment on their water bill with a Credit Card or Checking account by visiting the following link: <https://www.invoicecloud.com/medfordor/>

Getting Started

You will need your Customer-Account number to locate your bill online. This number is located on the top right side of your bill:



Using the example above your Customer-Account number would be 00012345-0123456.

To view your bills or make a payment please go to the following website:

<https://www.invoicecloud.com/medfordor/>

- 1.) Click on the “Water Bills” button:

Pay or View Bills

Please select an item below to get started.



Medford Water Commission is excited to offer residents an easy and convenient method to view and pay their Water use bills online.

2.) Enter your Customer-Account number. You do not need to enter your last name and then click the "Search Invoices" button:

Please Locate Your Account


Water Bills

Search our files for your invoices using the fields below. Required fields are marked with a *.

[Need help finding your invoice?](#)

Last Name (optional)

Customer-Account Number *

 Search Invoices

3.) This will bring up a list of the invoices that are available for your account.


If you would like to view a bill click on the "View Invoice" link next to the bill you would like to view. This will download a PDF copy of your bill.

To pay a bill click on the checkbox next to the bill you would like to pay and then click on "Add selected invoices to your cart"

Search Results

Please review your results below and select invoices to Pay. Click [here](#) if you would like to search again.

| Select | Bill # | Account # | Owner | Due Date | Balance Due | |
|-------------------------------------|---------|------------------|----------|----------|-------------|---|
| <input checked="" type="checkbox"/> | 1234567 | 00012345-0123456 | John Doe | 7/9/2018 | \$11.34 | View Invoice Related Invoices Remind Me |
| <input type="checkbox"/> | 1234568 | 00012345-0123456 | John Doe | 6/6/2018 | \$0.00 | View Invoice Related Invoices Remind Me |

 Add selected invoices to your cart

4.) Review the bill or bills that were selected, if everything looks ok Click on “Proceed to Checkout” to pay your bill:

Please review your cart

Please confirm your selections below. Click on Proceed to Checkout when you are ready to pay.

Type - Water

| Type | Account # | Invoice # | Due Date | Balance Due | Options |
|-------|------------------|-----------|----------|-------------|--|
| Water | 00090973-0217002 | 3645376 | 7/9/2018 | \$11.34 | View Invoice Remove from Cart |

Subtotal (1 Items) \$11.34

Not including any applicable service fees.

[Proceed to Checkout >](#)

5.) Select your payment method. You can pay with a Credit Card or by using your Checking account. In this example we will use a Credit Card. You can also choose to pay the amount due or to enter a different amount. When finished click on "Continue to Payment Information":

Payment Options

Payment Information

Review Payment

How would you like to pay?

Credit Card ▼

How much would you like to pay?

Pay Full Invoice \$11.34

Pay Other Amount

[Continue to Payment Information >](#)

6.) Enter your Credit Card information and then click on "Continue to Review Payment"

Please enter your card information

Cardholder Name *

Card Number *

CVV * [WHAT'S THIS?](#)



Expiration Date *

Billing Address *

Country *

City *

State *

Zip *

Email

[Continue to Review Payment >](#)

| [Go back to Payment Options](#)

7.) Review your payment information, if everything looks ok click on the "Process Payment" button to authorize the payment.

Review your Information


Your Credit Card [Edit](#)


John smith
XXXXXXXXXXXX1111
6 / 2018



Billing Address

123 Any Street
Medford, OR
97501


 Send me Pay by Text messages for future invoices

 I would like to sign up for Paperless

Payment Summary

| Invoice # | Amount |
|--------------------------------|----------|
| 3514287 - View | \$11.34 |
| <hr/> | |
| SUBTOTAL | \$11.34 |
| SERVICE FEE * | + \$0.00 |
| <hr/> | |
| GRAND TOTAL | \$ 11.34 |

Process Payment of \$11.34

Payer agrees to the [Invoice Cloud Payer Terms and Conditions](#) 

* If you have a question on the bill, please contact us at (541) 774-2430.
Service fees are non-refundable. If you think there is an error on the Credit Card, ACH or Service Fee charge, please contact Invoice Cloud Customer Service at 877-256-8330, Option 2.

8.) Once approved you will be provided with a confirmation of your payment along with the approval code.



Thank you for your payment!

 [Click here to Print a receipt with additional details](#)

Total Payment Amount

\$11.34

Payment Message

APPROVED 524664

Payment Method

Visa

XXXXXXXXXXXX1111

If you need assistance please contact us at 541-774-2430 during regular business hours, or by email at customerservice@medfordwater.org