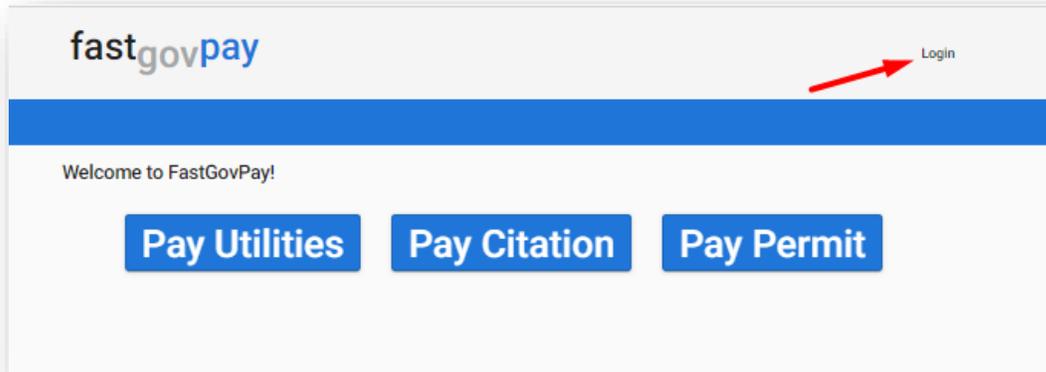


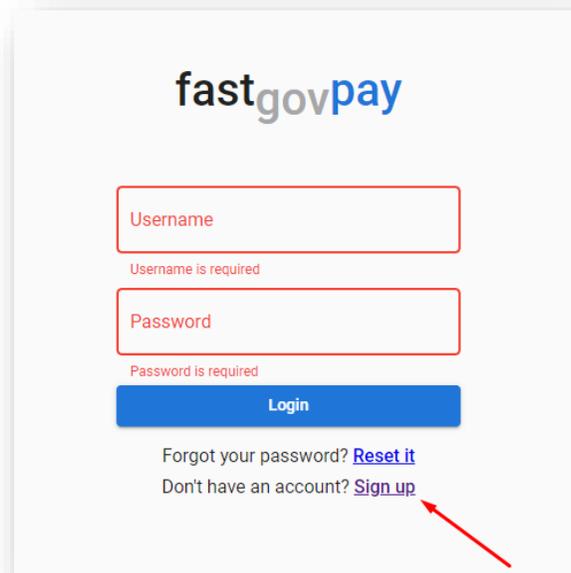


FASTGovPay >> Enrolling in Auto-Pay

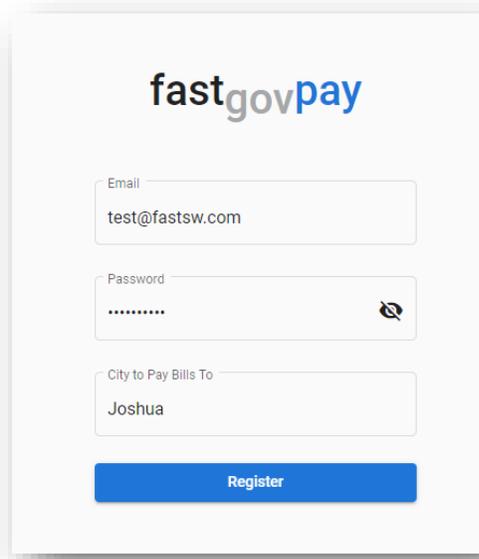
- 1) Using either Microsoft Edge or Google Chrome as a browser, go to the following website: <https://www.fastgovpay.com>. Choose "Login" in the upper righthand corner of the screen.



- 2) If you have already created an account, enter your login information now. If you have not created an account for online payments, select "Sign up".

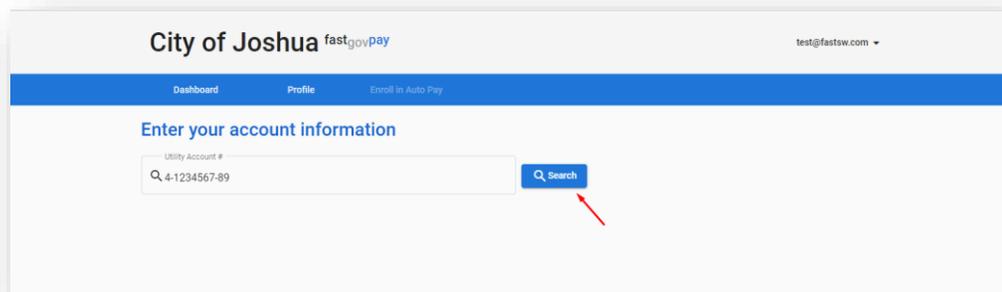


3) Fill in the required information, then click “Register”.



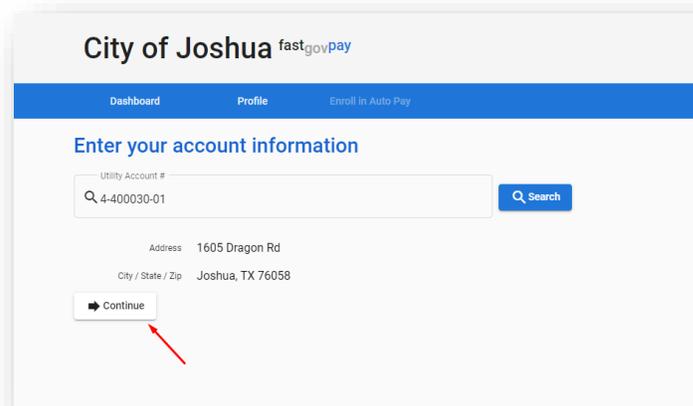
The image shows a registration form for fastgovpay. At the top, the logo "fastgovpay" is displayed. Below the logo are three input fields: "Email" with the value "test@fastsw.com", "Password" with a masked value "....." and a toggle icon, and "City to Pay Bills To" with the value "Joshua". A blue "Register" button is located at the bottom of the form.

4) Enter your Utility Account into the field and select “Search”.



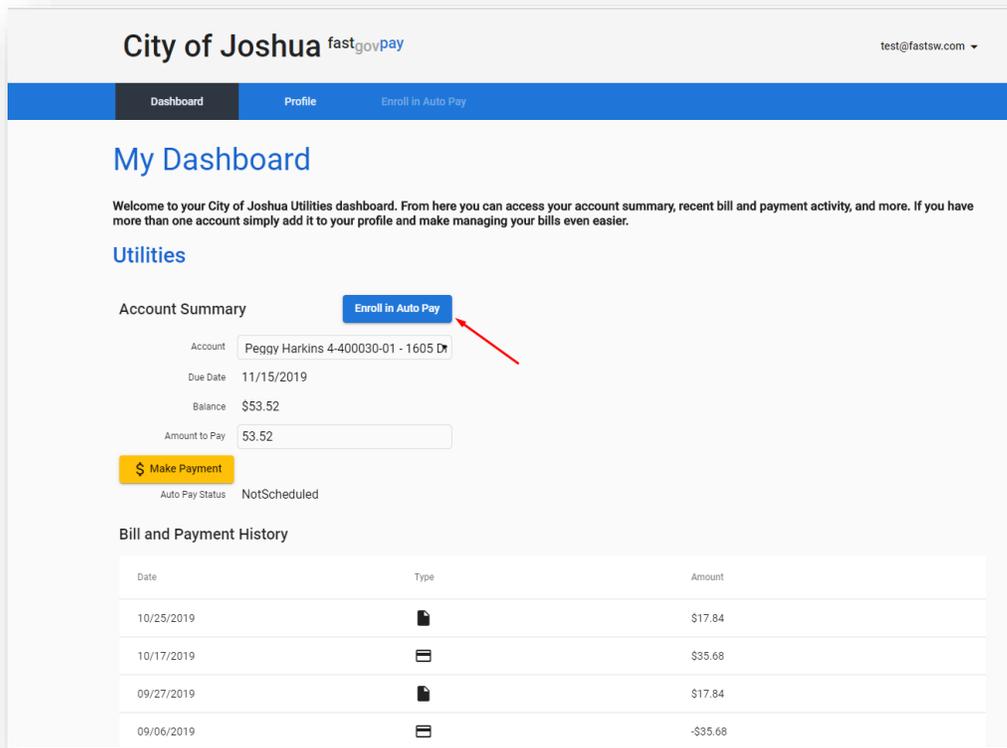
The image shows the "Enter your account information" screen on the City of Joshua fastgovpay website. The page header includes "City of Joshua fastgovpay" and the user's email "test@fastsw.com". A navigation bar contains "Dashboard", "Profile", and "Enroll in Auto Pay". The main heading is "Enter your account information". Below this is a search field labeled "Utility Account #" containing the value "4-1234567-89" and a blue "Search" button with a magnifying glass icon. A red arrow points to the "Search" button.

5) If the resulting address is correct, select “Continue”.

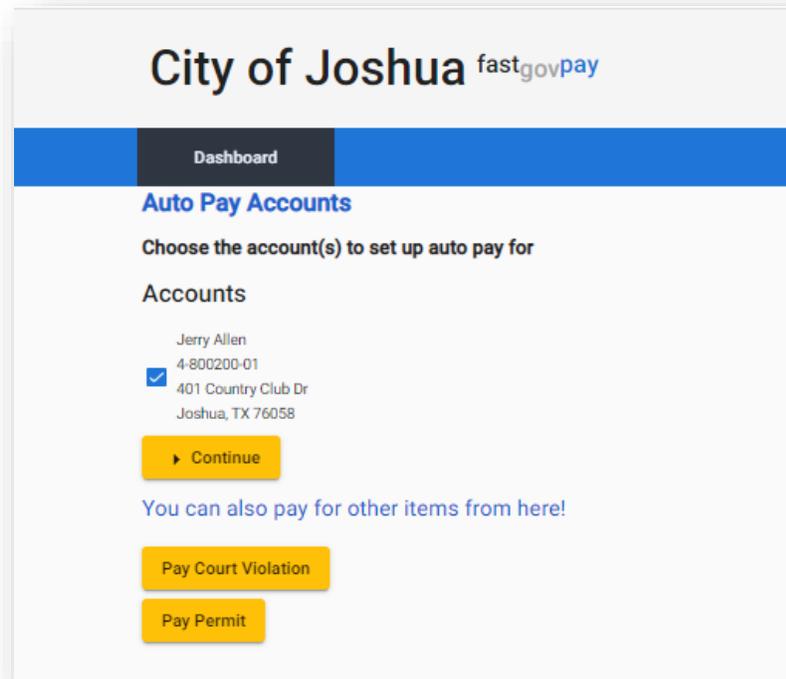


The image shows the "Enter your account information" screen after a search. The "Utility Account #" field now contains "4-400030-01". Below the search field, the system has populated the following information: "Address 1605 Dragon Rd" and "City / State / Zip Joshua, TX 76058". A "Continue" button with a right-pointing arrow is located at the bottom left of the search results area. A red arrow points to the "Continue" button.

6) From your account dashboard, select “Enroll in Auto Pay”.



7) Select the checkbox on account(s) for which you would like to enable Auto Pay, then click “Continue”.



8) Complete the payment and related billing address information for the credit card to be charged each month.

City of Joshua fastgovpay test@fastsw.com

Dashboard Profile **Enroll in Auto Pay**

Set up auto pay

Never forget another bill payment!

Payment Method

Credit Card Details	Billing Address
Card Number * 44*****1111	Address 1 * 123 Fast Lane
Name On Card * Joe Smith	Address 2
Expiration Month * June - 06	City * Joshua
Expiration Year * 2021	State * TX
Security Code (CVV) * 123	Zip/Postal Code * 79444
	Email Address * test@fastsw.com
	Phone #

9) Select the date of the month for which you would like your Utility Billing payment to process. Then click "Continue".

City of Joshua fastgovpay test@fastsw.com

Dashboard Profile **Enroll in Auto Pay**

Schedule your auto pay

Automatic payments are processed on the same day each month. You will be notified by email and/or text 10 days before your payment day.

Set your monthly payment day

Day of Month 12

[→ Continue](#) [Cancel](#)

10) Review the details of your Auto Pay setup, as well as the Terms and Conditions for payment authorization. Then click “Confirm”.

City of Joshua fastgovPay

Dashboard Profile **Enroll in Auto Pay**

Review auto pay details

Auto pay payment

Payment Method: Card ending in 1111

Schedule: 12th of the month

Your automatic bill payment will occur on the same day of each month unless you change, pause or disable Auto Pay.

Your first auto pay payment will occur on 12/12/2019.

Payment authorization

Please review and accept the [terms and conditions](#)*

By selecting "Confirm auto pay", you confirm you have reviewed and agree to the Terms and Conditions.

[→ Confirm auto pay](#)