



CREATE ACCOUNT

LOG-IN AND MAKE A PAYMENT

Why create an account?

- View your bills online.
- Pay your bills online.
- Manage your payment methods.
- Access your payment history.
- Sign up for eBilling.

STEP 1: SEARCH FOR YOUR UTILITY ACCOUNT

Navigate to the [Create Account](#) page and fill in all the required information. Click on [Create Account](#) when finished.



[Utility Payments](#)

[My Account](#)



[Login](#)

Create Account

* Denotes a required field

Login Information

Username*

Password Rules

Passwords must be at least 8 characters long and contain at least one letter and either one or more numbers or special characters (e.g., #!@^&).

Password*

Confirm Password*

Create Account

Cancel



STEP 2: CONNECT UTILITY ACCOUNT TO USER ACCOUNT

Under **Accounts**, select **add an account** and search for your utility **Account Number** with the Town of Clayton. (Refer to previous page for Account #)

Summary | History | Manage Payment Methods | Profile | Password

Not Test User? | My Account | Logout

Accounts

No Accounts have been registered to your user account. Please [add an account](#).

***Your Town of Clayton **Account Number** can be found on your bill.

TOWN OF CLAYTON
PO BOX 879
CLAYTON NC 27528-0879

ACCOUNT NUMBER: 24722-247
BILLING DATE: 08/08/2024
SERVICE ADDRESS: 9257 US HWY 70 BUS W

Jane Public
37 W 39TH ST
NEW YORK NY 10018-3888

TOWN OF CLAYTON
P.O. BOX 879
CLAYTON, N.C. 27528-0879
919-553-5002
WEBSITE: www.townofclaytonnc.org
Like Us on Facebook

METER NUMBER	SERVICE PERIOD	WDAYS	PREVIOUS	CURRENT	USAGE	DESCRIPTION	AMOUNT
KZG030886199	07/01/2024 - 08/01/2024	31	1	1	133	Electric	5,935.79
KZG030886199	07/01/2024 - 08/01/2024	31	18757	19399	51360	Electric Sales Tax	415.51
88670803	07/01/2024 - 08/01/2024	31	10175	10383	20800	Water	208.00
88670803	07/01/2024 - 08/01/2024	31	10175	10383	20800	Sewer	208.00

When your Town of Clayton account displays, click on:
+ Click here to save this account to your profile.
as seen pictured.

Account Information

Account Number: 12345-003

Account Name: John Doe

Bill Amount: \$7,321.46

View This Bill: [View Bill](#)

+ Click here to save this account to your profile.

STEP 3: MAKE A PAYMENT

Enter the amount you intend to pay toward the bill in the text box as seen below and follow the prompts to complete your payment.

Make a Payment

Balance Owed: \$7,321.46

Enter Amount You Intend to Pay *

[Add to Cart](#) [Checkout](#)

- **Add to Cart:** Use if you have additional bills you would like to pay as well.
- **Checkout:** Use if you are ready to proceed to payment.

STEP 4: ACTIVATE EBILLING

Upon completion of your payment, select **My Account** in the upper right-hand corner of your screen, then select **Subscribe** to activate eBilling.



[Utility Payments](#)

[My Account](#)

My Account

[Not Test User?](#) | [My Account](#) | [Logout](#)

[Summary](#) | [History](#) | [Manage Payment Methods](#) | [Profile](#) | [Password](#)

Accounts

View	Remove	Payment Type	Account Number	Payment	eBilling	Paperless	
View Bill	Remove	Utility	12345-003	Make Payment	Subscribe	n/a	

Have questions or need help?

Reach out to us at utilities@townofclaytonnc.org.

