

Online Billing Help - FAQ's

Using our online bill pay system is quite easy. Please follow the step by step instructions below. You must first create your account. In order to create your account you must have your account number. If you are not sure of this please call our office at 605-997-2098 for assistance.

Once you have your account number you can begin by clicking "Register"



Enter your account number then click next. Your account number will be a 4 digit number, decimal point, then a 2 digit number - For example 0000.00



Next you need to enter what you would like to use as a username and password. You must also supply a valid email address. Then click next.



You are now ready to pay your account online. If you read your own meter you will enter your readings on this page. Then click calculate. If your meter is read automatically this will be filled in for you already.



You will now see the total due including any past due balance.
Click "Pay Online"



The payment form will now appear.
Fill in the payment fields and click "Process Payment."



Upon successful authorization you will be taken to the confirmation page.
You can print this page for your records.

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This transaction has been approved.
Thank you for your payment.
A payment in the amount of \$0.00 was processed on 12/16/2014.

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