

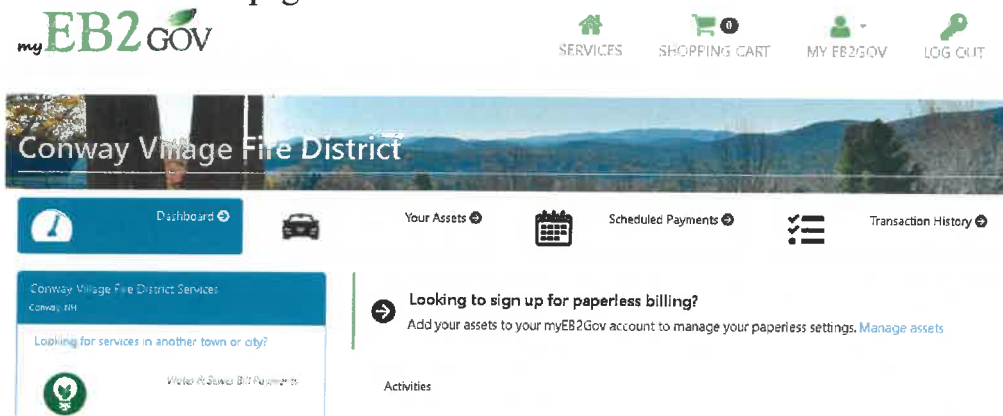



## How to sign up for paperless billing



1. Click on the green button on our Home Page or Water Page  Or go to [EB2Gov Town Launch](https://pay.eb2gov.com/Conwayvillagefiredistrictnh) (https://pay.eb2gov.com/Conwayvillagefiredistrictnh)
2. Click on Log In in the upper right corner 
3. If you already have an account skip to step 4, if not
  - a. Register as a new user
  - b. Fill in all the fields
  - c. Click REGISTER
  - d. Go into your email to verify your account and activate it
4. Log into your account
5. You will see this page




6. Click on Your Assets 

7. Click 
8. Choose Manual Search
9. Choose New Hampshire
10. Choose **Conway Village Fire District**
11. Click on the Water Sewer Bill

State  
NEW HAMPSHIRE

County/City/Town  
CONWAY VILLAGE FIRE DISTRICT

Which type of asset would you like to search for?  
  
Water & Sewer Bill Payments

12. Search by name on the account, service number or physical address
13. Click SEARCH
14. Click CLAIM next to your bill
15. It should take you back to Your Assets and your bill should be showing
16. Next to the words Paperless Billing, click the “off” button to turn it on
17. Follow the prompts
  - a. Sign
  - b. Click ENROLL
18. You are now signed up for paperless billing
19. If you have any issues during this process, call the office M-F 7:30 am to 3:30 pm for assistance