



UTILITY BILLING

Making a One-Time Payment

Our online customer portal provides a safe and easy way for you to pay your utility bills online. Go to www.minotnd.org/billpay and click 'Make a one-time credit card payment' to begin.

Step 1: Enter Account Information

At the Customer Portal, click Pay Now


The screenshot shows the City of Minot Customer Portal interface. At the top left is the City of Minot logo and 'Customer Portal' text. On the right are logos for VISA, Mastercard, American Express, Discover, PayPal, and No Order. Below these are two main panels. The left panel is titled 'Make One-Time Payment' and contains instructions: 'Pay your bill in 3 easy steps without registering. All you need is your customer number and account number from your bill.' and 'Payments made prior to midnight will be posted to your account next day. Payments made after midnight will be posted within 48 hours. For each payment, you will receive a confirmation number for your records.' At the bottom of this panel is a blue button labeled 'Pay Now', which is circled in red. The right panel is titled 'Login' and has an 'Email' field with 'someone@example.com', a 'Password' field with 'Password', and a 'Login' button. A link for 'Forgot your password?' is next to the button. A link for 'Don't have an account Register Now' is above the button.

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Enter your account information then click Continue

Note: For customer # - account #, include the dash between the numbers




Enter Account Information

Payment Type

 **Utility Bill**

Please enter your Customer number and Account number

Customer #-Account #


Email 

Re-Enter email

Continue

Step 2: Enter Payment Information

Enter the payment information then click Continue



Enter Payment Information

All fields are required unless labeled as optional.

First Name





Last Name



ZIP Code


Due Date


Pay this Amount \$


Payment Method


    Credit Card


  Debit Card

 eCheck / Bank Account

 PayPal


 PayPal Credit

 Venmo
Want to pay with Venmo? Add your Venmo account to your wallet with your mobile device to pay on any device after [?](#)


 Amazon Pay
About Amazon Pay [?](#)

Step 3: Complete the Payment

If you agree with the Payment Authorization Terms, select the authorization box then click the Pay button.



Confirm Payment

Payment Method  *****1119

Payment Date Now (02/23/2022)

Payment Amount **\$81.87**


[Click to read the Payment Authorization Terms](#)

authorize payment and agree to the Payment Authorization Terms

Click the **PAY** button to complete your payment.

[< Back](#) **Pay \$81.87**

Payment Receipt



Payment Receipt

Your payment has been accepted

| | |
|----------------------|---------------------------|
| Confirmation # | [REDACTED] |
| Payment Type | Utility Bill |
| Customer #-Account # | [REDACTED] |
| Status | ACCEPTED |
| Payment Date | Feb 23, 2022 – 1:14:20 PM |
| Payment Method | Visa ***** [REDACTED] |
| Payment Amount | \$81.87 |

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You will also receive an email payment confirmation from billpay@paymentus.com confirming your payment.