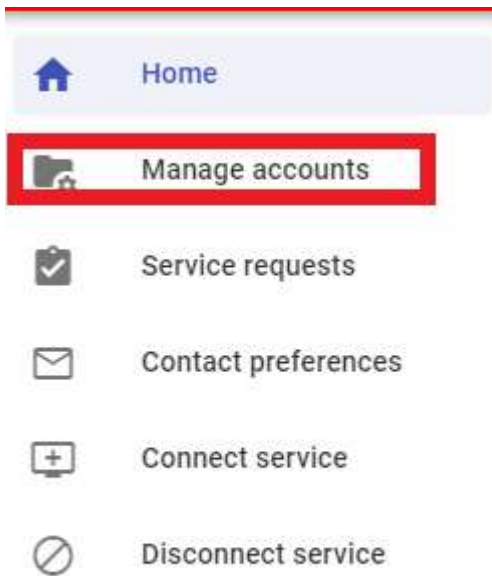


Rogers Water Utilities, AR – Add Additional Utility Accounts

1. Visit: MunicipalOnlinePayments.com/rogerswaterutilitiesar.
2. In the top right-hand corner of the page, please select the “Sign In / Register” button to log in:

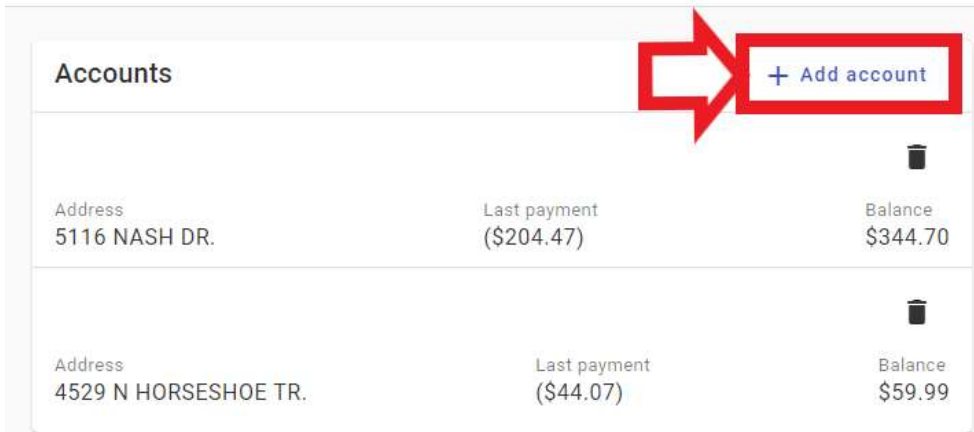


3. Once logged in, on the left-hand side of your account homepage, you will see a sidebar with various selections. To add another existing utility account to your online portal, please select “Manage Accounts” in the sidebar. *Please remember the account must be registered with Rogers Water first before you can add your account.



- On the “Manage Accounts” page you will see a list of all your utility accounts currently linked to your online portal. To add another existing utility account to your online profile, please select the “+ Add Account” button.

Manage accounts

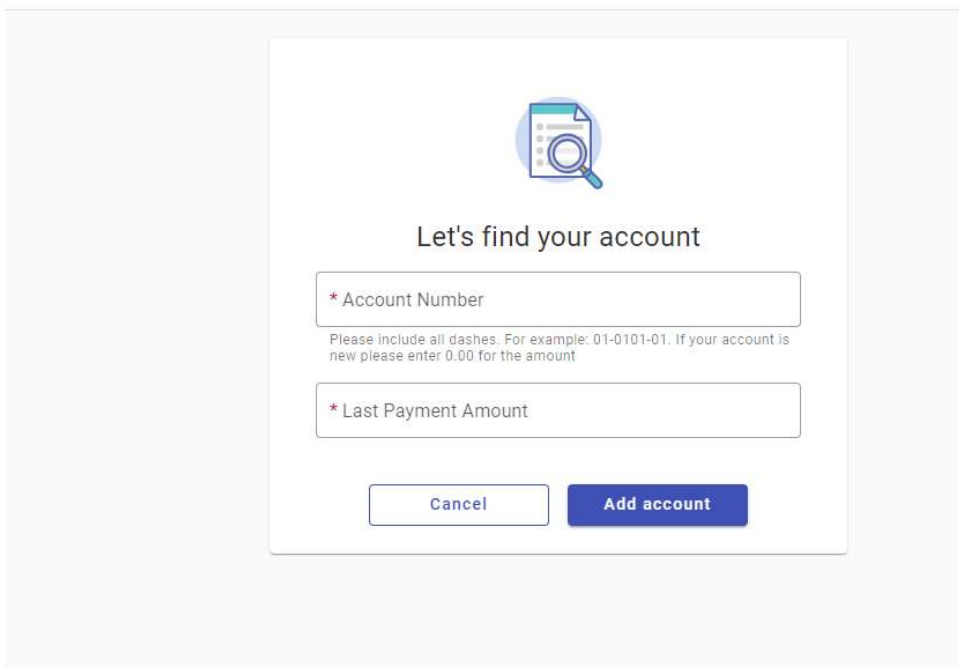


The screenshot shows a 'Manage accounts' interface. At the top left is the heading 'Accounts'. To the right of this heading is a button labeled '+ Add account', which is highlighted with a red rectangular box and a red arrow pointing to it from the left. Below the heading is a table listing utility accounts. Each row includes an address, the last payment amount, and the current balance. There are also trash icons to the right of each row.

Address	Last payment	Balance
5116 NASH DR.	(\$204.47)	\$344.70
4529 N HORSESHOE TR.	(\$44.07)	\$59.99

- From here you find your existing utility account to link with your online portal. Please enter the account number for the utility account you wish to add, and the last payment amount made on that account.

Add account



The screenshot shows a form titled 'Let's find your account'. At the top of the form is an icon of a document with a magnifying glass. Below the title are two input fields: '* Account Number' and '* Last Payment Amount'. A note below the first field reads: 'Please include all dashes. For example: 01-0101-01. If your account is new please enter 0.00 for the amount'. At the bottom of the form are two buttons: 'Cancel' and 'Add account'.

6. Once your account is found, you will receive a banner message towards the top of your page, confirming your account was successfully added to your portal, and you can now manage your account via your online membership.

