



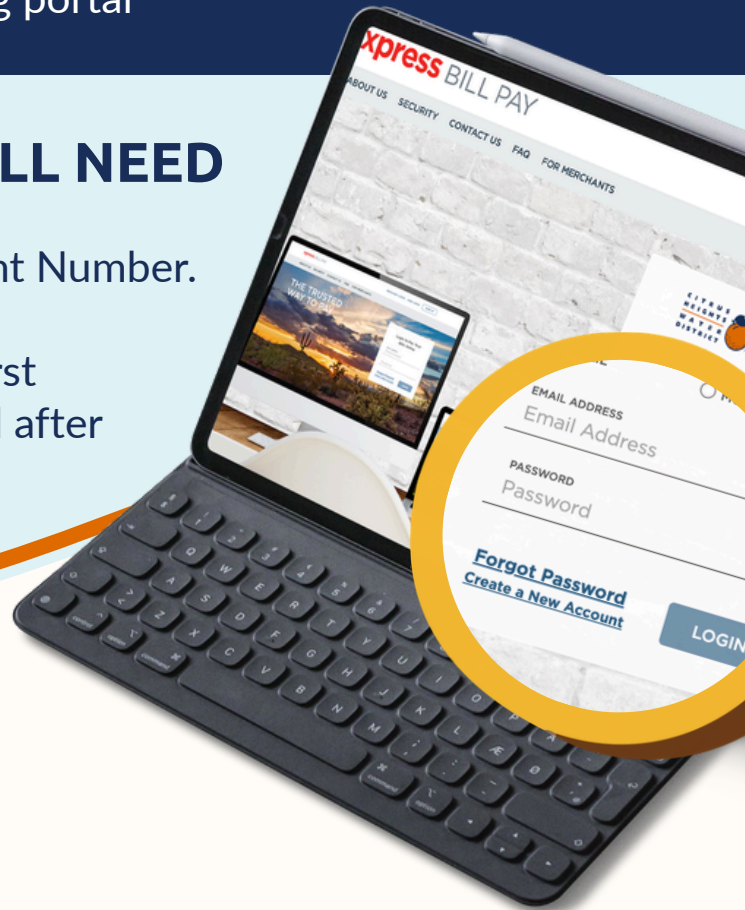
HOW TO REGISTER FOR **XPRESS BILL PAY**

Citrus Heights Water District's
new online billing portal

WHAT YOU'LL NEED

Your new Account Number.

Listed on your first
statement issued after
August 17.



SETTING UP YOUR ACCOUNT

CREATE ACCOUNT

EMAIL Required
Enter your email

CREATE A PASSWORD Required
Create a password

CONFIRM YOUR PASSWORD Required
Confirm your password

Please enter a password that:
⚠ is at least 8 characters long
⚠ contains at least one uppercase letter
⚠ contains at least one lowercase letter
⚠ contains at least one number
✅ is less than 30 characters long
✅ does not contain repeated characters

ACCOUNT TYPE
Personal

FIRST NAME Required
* Enter Name

LAST NAME Required
* Enter Name

PHONE Required
* (xxx) xxx-xxxx

ADDRESS Required
* Enter Address

CITY Required
* Enter City

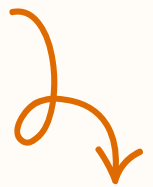
STATE/PROVINCE Required
* Choose State

☒ I have read and agree to the Terms & Conditions and Privacy Policy

1. Enter your Information

2. Accept Terms
& Conditions

3. Press **NEXT**



4. Verify your Email

Verification request will be
sent to the email address used
to register (this will take you
back to the log in page)

SETTING UP YOUR ACCOUNT

5. Click to opt in for text message notifications (optional)

6. Select Citrus Heights Water District

7. Enter your new account number from your statement and your last name

8. Click on **Locate Account**

9. Verify your information

10. Opt in for paperless billing (optional)

11. Click "add account"

Your new account has been set up successfully

**CITRUS
HEIGHTS
WATER
DISTRICT**



**NEED HELP REGISTERING?
WE'RE HERE FOR YOU!**



Web & Video Guides:
chwd.org/billing



Email
hello@chwd.org



Customer Service:
(916) 725-6873



In-Person Support
6230 Sylvan Road,
Citrus Heights, CA 95610

**Hours of
Operation**

Monday - Thursday
8:00 a.m. - 5:30 p.m.
Closed Fridays