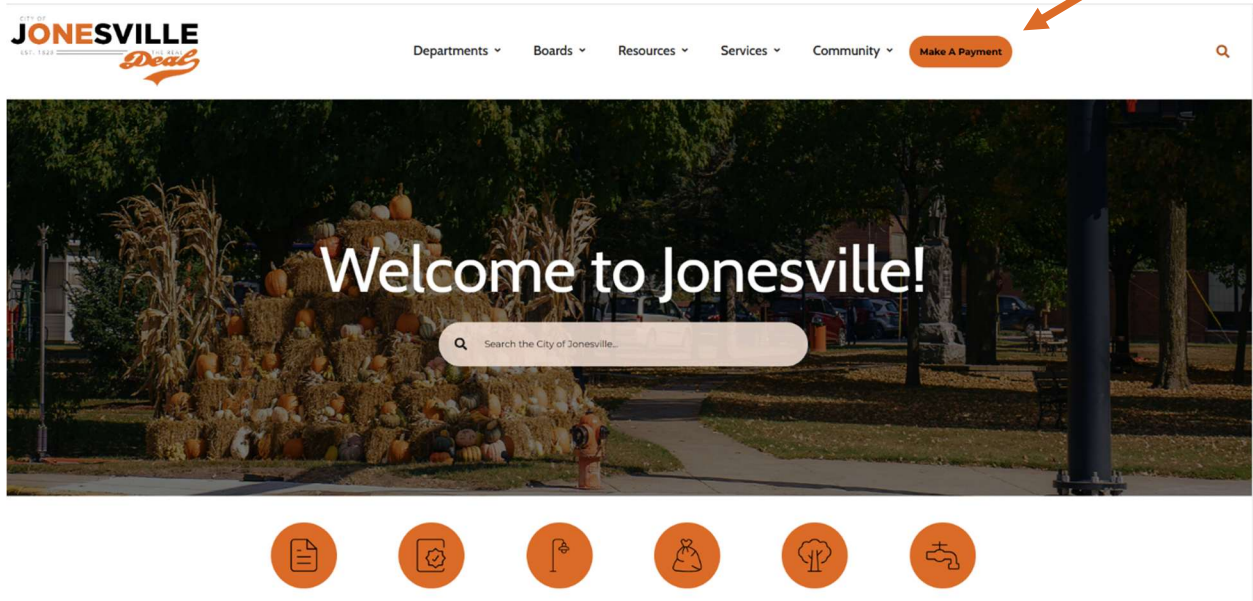


HOW TO MAKE A UTILITY PAYMENTS ONLINE

Step 1: Visit City website. [Click: Make A Payment](#)



Step:2 Under Resources on the bottom of the page: [Click Pay a Bill Now](#)

Other Payments - Applications, Fees, Etc.

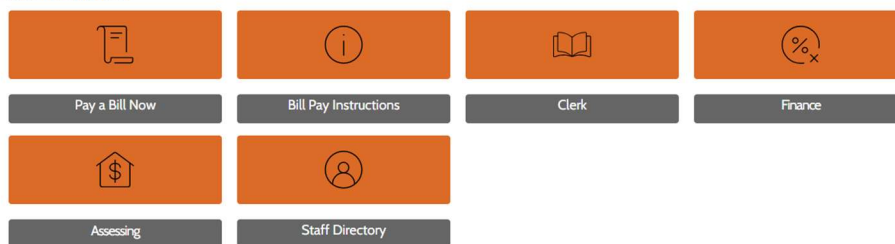
Select the type of fee that you are paying from the drop-down menu. Your choices are one of the following:

- Cemetery Charges
- Crash Reports
- Planning Commission and Zoning Board Application Fees
- Fire Station Rental Charges
- Ordinance Fines
- Zoning Permit Fees
- Pool Fill Charges
- Recreation Fees
- Water/Sewer Charges - Lab Fees or Lawn Meters

Enter the fee amount, cardholder information, and payment information. Follow the prompts to review and submit the payment and to receive a receipt.

Contact City Hall staff at (517) 849-2104 with questions about submitting online payments.

Resources



Step 3: Search for Account (by Address, Name or Account Number etc.) Select account.

The screenshot shows the BSA Online search results for '150 ecology'. The search criteria are set to 'Address'. The results table shows one entry:

Address	Reference #	Name
150 ECOLOGY DR.	001202-00 (Account Number)	CITY OF JONESVILLE

An orange arrow points to the 'Address' dropdown menu in the search bar.

Step 4: Click: Pay Now

The screenshot shows the account details for '150 ECOLOGY DR., JONESVILLE, MI 49250'. The account number is 001202-00. The customer name is CITY OF JONESVILLE. The amount due is \$167.13. An orange arrow points to the 'Pay Now' button next to the total amount due.

Amount Due	Bill From	Due Date	Bill To
\$167.13	08/01/2024	09/25/2024	08/31/2024

Billing Item	Previous Amount	Current Amount	Penalties & Interest	Balance
Meter	\$0.00	\$5.40	\$0.00	\$5.40
Tower	\$0.00	\$2.85	\$0.00	\$2.85
	\$0.00	\$158.88	\$0.00	\$158.88
		\$167.13	\$0.00	\$167.13

Step 5: Click: **Make Payment**

The screenshot shows the 'Make a Payment on a Utility Bill' page. The account number is 001202-00. The name and address information is: CITY OF JONESVILLE, 150 ECOLOGY DR, JONESVILLE MI 49250. The billing items table is as follows:

Billing Item	Balance
Meter	\$5.40
Tower	\$2.85
Water	\$158.88
	\$167.13

Below the table, there is an 'Amount Paying' field with the value \$167.13 and a 'Make Payment' button. An orange arrow points to the 'Make Payment' button.

Step 6: Check Out to make one-time payment.

The screenshot shows the 'Check Out' page. The cart details are as follows:

Reference ID	Amount
001202-00	\$167.13

The estimated total is \$167.13. A 'Checkout' button is visible. An orange arrow points to the 'Checkout' button.

- If you would like to make one-time payment see Step 7 next
- If you would like to set up Auto-Pay (monthly recurring payments) Click Register Account then go to Step 8

Step 7: Select method of payment and click continue. To set up recurring payments please register.

CITY OF JONESVILLE
EST. 1948

City of Jonesville, MI
205 E Chicago Street
Jonesville, MI 49250
(517) 849-2104
lspahr@jonesville.org
Hours: Monday - Friday 8:00 am - 4:30 pm
http://jonesville.org/
Point & Pay Support
customer@pointandpay.com

CART **PAYMENT** REVIEW CONFIRMATION

< BACK

Choose your method of payment

Pay with Credit / Debit
\$5.01 service fee

Pay with Electronic Check
\$3.00 service fee

Order Summary

Reference ID 001202-00 \$167.13
March 2025 Utility Billing

Processing Fees TBD

ESTIMATED TOTAL \$167.13

Continue

OPTIONAL: HOW TO SET UP (RECURRING) AUTO-PAYMENTS

Step 8: Register to set up recurring payments

FetchGIS Jonesville, City > Ho... New Hire HEALTH - BCBSM G... DENTAL - Delta VISION - VSP American Fidelity LIFE - Lincoln Life LIFE - Texas Life Ins... First Advantage Login IRS - Payments County National Ba... Entrance Camera All Bookmarks

CITY OF JONESVILLE
EST. 1948

Register
Already registered with City of Jonesville, MI?

- Manage everything in one place**
Registering for BillPay enables tracking of all your eligible taxes, properties, accounts, and other obligations on a central dashboard
- Enjoy expanded features**
Text notifications, payments history, automatic payments and many other tools for managing your obligations are available by registering
- Secure your information**
We will save your information securely so that you can check out quickly and efficiently any time you use this site
- Stay in the loop**
By registering for BillPay, information about your bills, payments, and important communications will come to you instantly by email or text message
- Access your records**
All of your billing, receipts, and payment scheduling activity will be stored in this site's history feature for easy review, retrieval and management

FIRST NAME

LAST NAME (OR COMPANY NAME)*

EMAIL ADDRESS*

PASSWORD*

PASSWORD CONFIRMATION*

I Accept The Terms Of Use And Privacy Policy

Create account

Step 9: Turn on Recurring Payments toggle to on

The screenshot shows the City of Jonesville dashboard. The top navigation bar includes the city logo, a dropdown menu for the user (Bilpayer at City of Jonesville, MI), a shopping cart icon with a balance of \$16713, and a 'Clear Cart' button. The main content area is titled 'Dashboard' and features a sidebar with navigation options: DASHBOARD, HISTORY, SEARCH, and ACCOUNT SETTINGS. The 'ACCOUNT SETTINGS' section is expanded, showing account details for 'Reference ID 001202-00' (Utility Billing) and a 'March 2025 Utility Billing' card for \$0.00 due on 3/25/2025. A 'RECURRING PAYMENTS' toggle is currently set to 'OFF'. A 'BALANCE \$0.00' is displayed on the right. A 'Checkout' button is visible in the top right corner.

Step 10: Set up recurring payments, customize payment option and frequency.

The screenshot shows the 'Recurring Payments' setup page. The top navigation bar is identical to the previous screenshot. The main content area is titled 'Recurring Payments' and includes a 'PAYMENT METHOD' section with radio buttons for 'Credit card (****7086)', 'Company checking (****966), Hillsdale County National', and an 'Add New Payment Method' option. The 'TOTAL PAYMENT AMOUNT' section has radio buttons for 'Amount Due \$0.00' and 'Pay an Exact Amount', with a text input field containing '\$0.00'. Below this, a note states 'My payment will be processed on March 25th, 2025'. The 'PAYMENT FREQUENCY' section has a dropdown menu set to 'on the due date'. At the bottom, there is a checkbox for 'I Agree To The Terms & Conditions'.