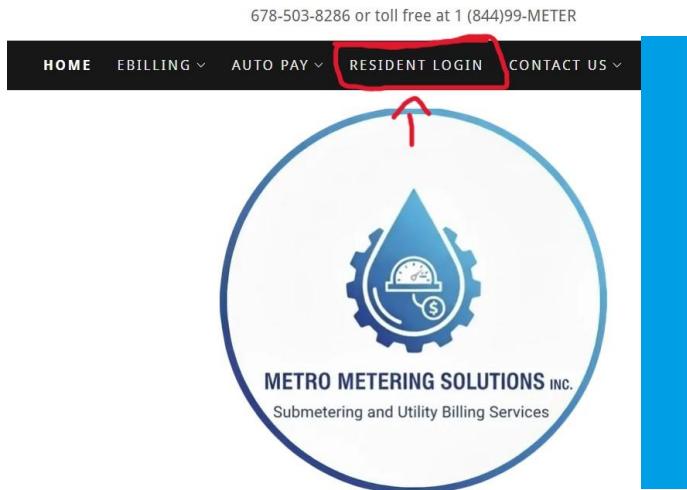


Online Access: [www.metrometeringsolutions.com](http://www.metrometeringsolutions.com)

On the top go to Resident Login

It will bring you to a log in page

Sign in or select “Sign up” if you do not already have an online account



New User

[Sign In](#) or [Sign Up](#)

Username

Username

Password

Password

[SIGN IN](#)

New user? [Sign up now](#)

Forgot Password?

Forgot Username?

**GO GREEN!**

[Go Paperless.](#)

E-bill notification via email for your bill.

Sign up today by emailing us at [info@metrometeringsolutions.com](mailto:info@metrometeringsolutions.com)

- Username: It is recommended that a username is your email address to make it easier to remember.
- Check Availability: This button will check the availability of the username entered. If the username entered is available, you will be able to proceed with registration; however, if the username is already in use, please choose another username.
- Password Strength: This object will display the strength of your password. It is for your benefit that this password strength reaches: Strong Password.
- Password: Choose a password to be associated with your account. Capitalization does matter! This password must be between 6 and 24 characters long and must include at least one letter, one number and one special character (@,#,\$,%,!). Spaces are not accepted.
- Confirm Password: Please re-type your password. This will confirm that there were no typos while entering the original password.
- Once you have filled in all the fields, click submit. You should receive a message that says “Congratulations! You have registered successfully”.

New Users:

Security Code located on your invoice.

1. Enter your Security Code from your invoice exactly as it appears including dashes and capital letters.
2. Once you have entered and confirmed your email address, click “Send Verification Email” to proceed to the next step.
3. Access your email account and click the link to verify your email address and continue setting up your account with a username and password.

## Auto Pay Set Up

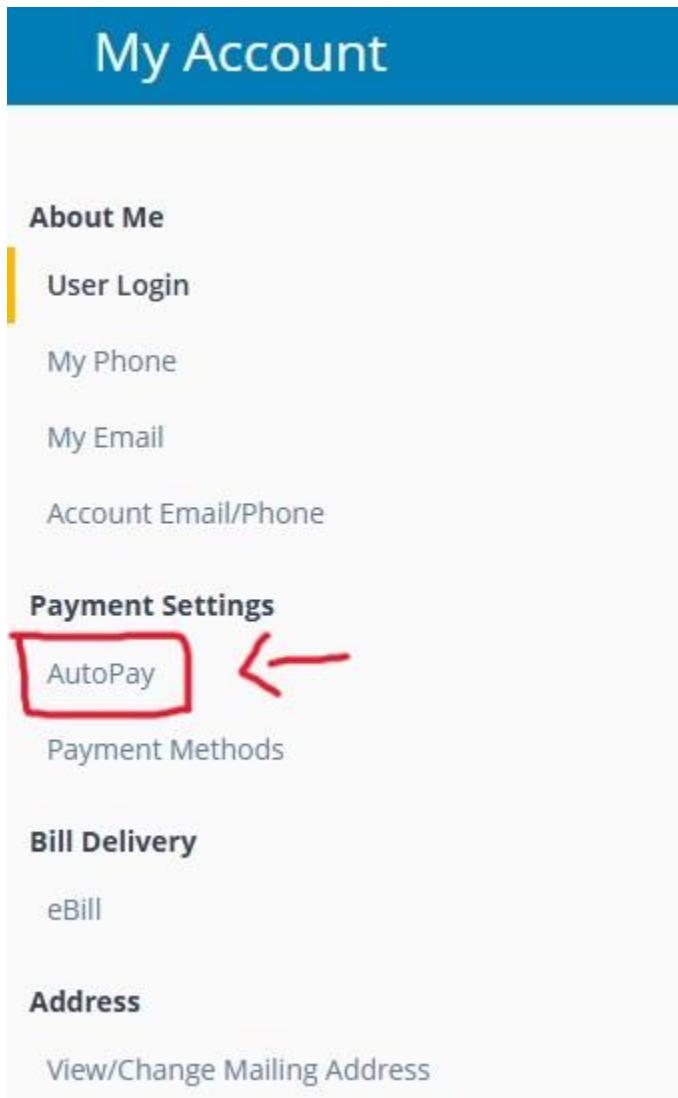
- Once you have logged into the account choose “My Account” at the top right.



Metro Metering Solutions Inc. Logout

Transaction History Home Pay Bill Transaction History My Account

- Then choose Auto Pay from the list on the left



**My Account**

**About Me**

User Login

My Phone

My Email

Account Email/Phone

**Payment Settings**

AutoPay 

Payment Methods

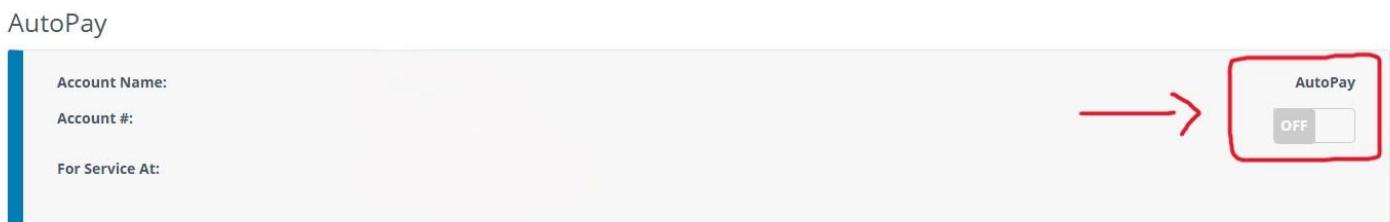
**Bill Delivery**

eBill

**Address**

View/Change Mailing Address

- On the right- hand side click the off option to turn it on

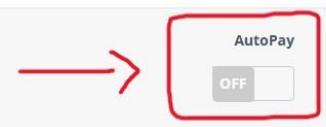


AutoPay

Account Name:

Account #:

For Service At:

AutoPay 

- This will ask you what type of payment you would like to set up. Choose either Credit/Debit card or ECheck.

## AutoPay

AutoPay For:

Account #:

For Service at:

Current Balance:

Add New Payment Method

Choose a Payment Type:\*

Credit/Debit Cards

ECheck

AutoPay Settings

Select your account and enter your preferred payment method.

Valid Payment Details

Billing Information

- After Choosing the type of payment method you would like to use, you will enter all your information in and click continue.
- This will bring you to the next page and it will ask you to review the information you just entered.
- Scroll down to the bottom to read and agree to the terms. Once you agree to the terms, click the yes box, and accept and enable AutoPay.
- You should then see “Success” highlighted in green. You should also see that the AutoPay button is turned on and has changed from the color gray to the color blue.

## AutoPay

Account Name:

Account #:

For Service At:

AutoPay

ON

Contact Metro Metering Solutions with any questions.

678 – 503 – 8286 or toll free at 1(844)99-METER

[info@metrometeringsolutions.com](mailto:info@metrometeringsolutions.com)