

5953 South Gifford Avenue • Huntington Park, California 90255

Telephone: (323) 560-2439 • Facsimile: (323) 771-8741

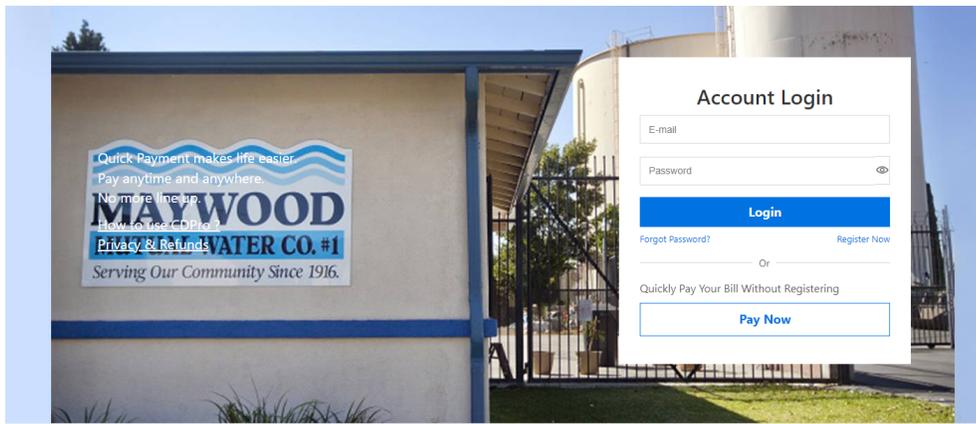
RECURRING CREDIT CARD PAYMENTS

1. Go to <https://www.maywoodmutualwater.com/home/> and click on Pay Your Bill Online

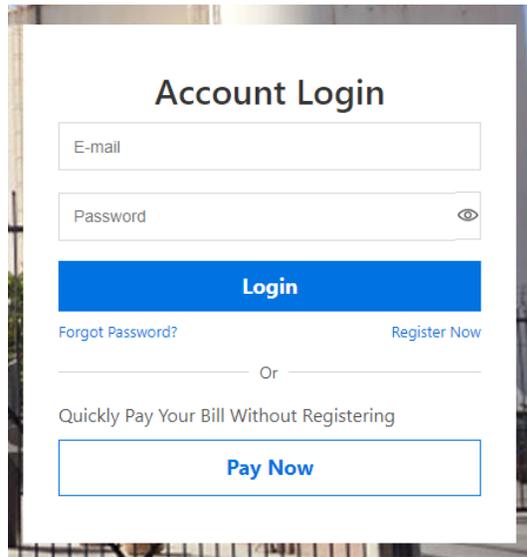


Quick Payment Makes Life Easier

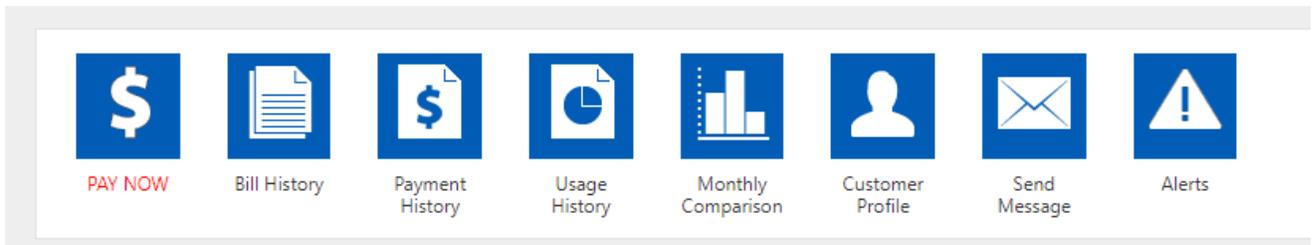
Contact Us : (323) 560-2439 |   



3. Log in to your account.



4. Register your account or if you have pre-registered, log in, click on Customer Profile in the top right-hand corner.



5. Click on Manage Your Credit Cards Under Personal Information.

Personal Information

Payment Password

[Change](#)

Accounts 1

[Manage Your Accounts](#)

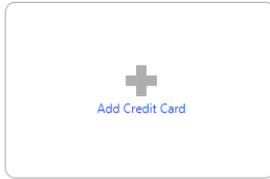
Credit Cards 0

[Manage Your Credit Cards](#)

[Back](#)

Credit Card

My Credit Card



6. Select Add Credit Card.

Add Credit Card

Credit Card Number*

Expiration Date* 

Please use calendar to select expiration date

Card Holder Name*

+ Show optional fields

7. Input your credit card information and Select "Save"

8. Return To Customer Profile page and Select Manage Your Accounts.

Personal Information

Payment Password

[Change](#)

Accounts 1

[Manage Your Accounts](#)

Credit Cards 0

[Manage Your Credit Cards](#)

[Back](#)

Account Management

Add New Record					
Account Number	Merchant Name	Description	Recurring Setup		
123456789	MMWC	Water Charge	<input type="checkbox"/>	<input type="button" value="Recurring"/>	<input type="button" value="Delete"/>

9. Click Add New Record Add your Account number and enter the Last Name (OWNER) on the account in all CAPS the click SAVE. Click on the grey button that says RECURRING.

Please add account information in ALL CAPS.
Note: It will take some time to synchronize the data.

Account Number

Last Name

Charge Item

Credit Card

Limit
(\$0.00 represents no payment amount limit)

Account Management

Add New Record						
Account Number	Merchant Name	Description	Recurring Setup			
123456789	MMWC	Water Charge	<input checked="" type="checkbox"/>	Recurring	Delete	

10. Upon clicking the Recurring grey button, a default box will appear. Select your credit card from the drop-down menu and click Save, and then click Close.

Account Management

Add New Record						
Account Number	Merchant Name	Description	Recurring Setup			
123456789	MMWC	Water Charge	<input checked="" type="checkbox"/>	Recurring	Delete	

11. The Recurring Setup box should show checked.

You have successfully set up your Recurring Credit Card Payment!

If you have any questions regarding this process, please call the office. Our hours are 8:00AM – 5:00PM, Monday through Friday