

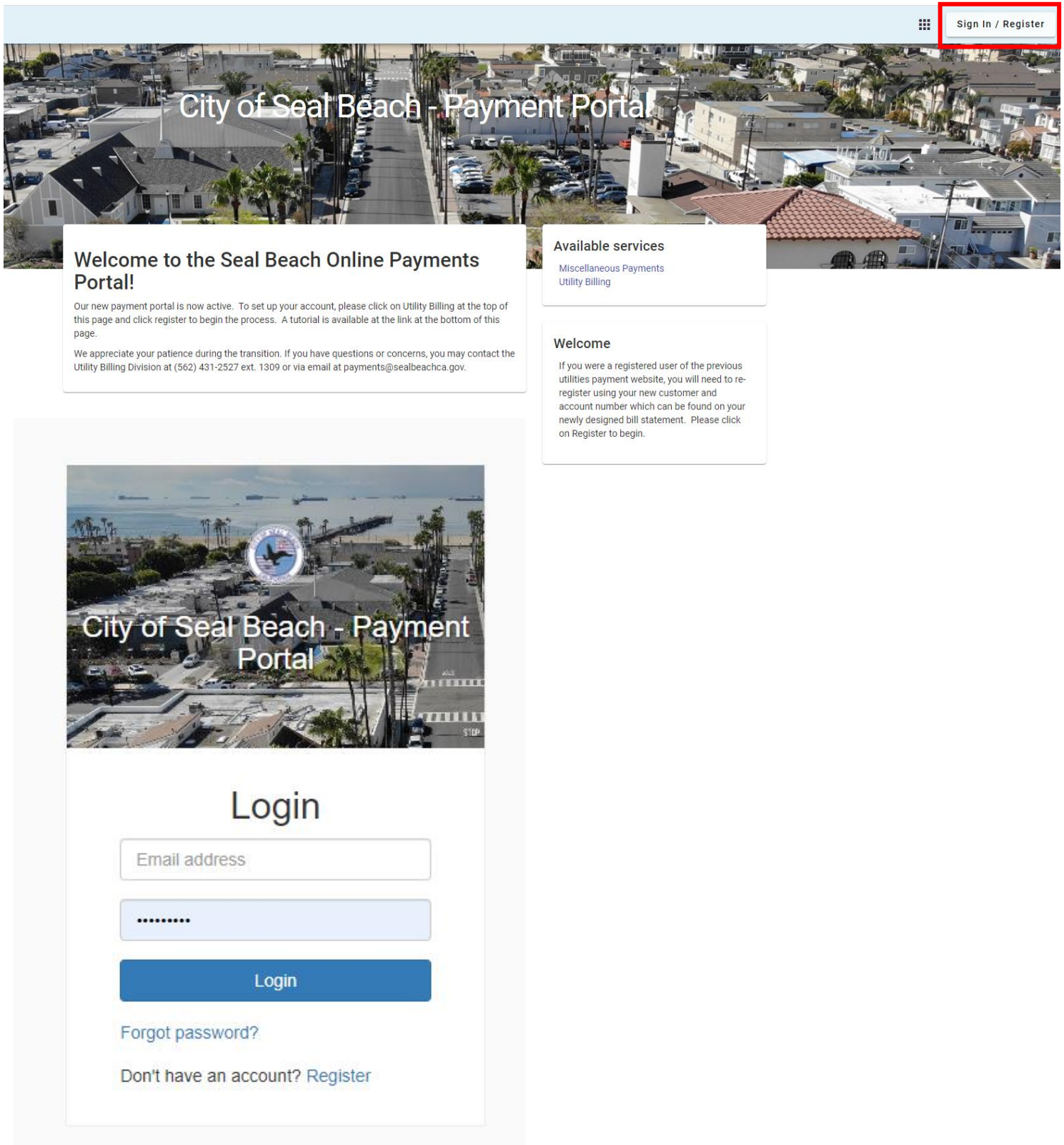
How to Enroll in Autopay

Please note: If you have not already registered on our water portal, please go back to the main page, and look for the “Tutorial – How to Create an Account” down at the bottom of the page.

Link: <https://www.municipalonlinepayments.com/sealbeachca>

Step 1

Sign into your account using the Sign in/Register button at the top right of the page. Enter your email address and password. You will then be taken to back to the home page.



Step 2

Once logged in and back at the homepage, select Utility Billing under Available Services

The screenshot shows the City of Seal Beach - Payment Portal homepage. At the top, there is a header with a settings icon, a grid icon, and a user profile icon labeled 'TJ'. Below the header is a large banner image of a residential street with palm trees. Overlaid on the banner is the text 'City of Seal Beach - Payment Portal'. Below the banner, there is a large white box on the left with the heading 'Welcome to the Seal Beach Online Payments Portal!' and a paragraph of text: 'Our new payment portal is now active. To set up your account, please click on Utility Billing at the top of this page and click register to begin the process. A tutorial is available at the link at the bottom of this page. We appreciate your patience during the transition. If you have questions or concerns, you may contact the Utility Billing Division at (562) 431-2527 ext. 1309 or via email at payments@sealbeachca.gov.' To the right of this box, there are three smaller white boxes. The first box is titled 'Available services' and contains two links: 'Miscellaneous Payments' and 'Utility Billing', with 'Utility Billing' highlighted by a red rectangle. The second box is titled 'Additional links' and contains one link: 'Remove from my services'. The third box is titled 'Welcome' and contains a paragraph of text: 'If you were a registered user of the previous utilities payment website, you will need to re-register using your new customer and account number which can be found on your newly designed bill statement. Please click on Register to begin.'

Step 3

Select "Enroll in Autopay"


The screenshot shows the City of Seal Beach Utility Billing portal after login. At the top, there is a header with a menu icon, the City of Seal Beach logo, and the text 'Utility Billing'. Below the header is a large banner image of a residential street with palm trees. Overlaid on the banner is the text 'Welcome back City Of Seal Beach' and 'Your current balance is \$0.00 Due 5/16/2023'. Below this text is a blue button labeled 'Pay now'. To the right of the banner, there are three white boxes with icons and text: 'Pay bills', 'Enroll in auto pay' (highlighted by a red rectangle), and 'Schedule payment'. Below the banner, there are three white boxes. The first box is titled 'Last payment' and contains the text '(\$1,446.49) paid 5/1/2023 Thank you!' and a link 'All transactions'. The second box is titled 'Current bill' and contains the text '\$1,446.49 billed 4/26/2023 Due 5/16/2023' and a link 'View bill'. The third box is titled 'Announcement' and contains the text 'Office Hours are Monday through Friday from 8am to 12pm and then 1pm to 5pm.' On the left side of the page, there is a sidebar with a menu icon and the following items: 'Home', 'Manage accounts', 'Account detail', 'Transactions', 'Consumption', 'Average monthly payment', 'Notification history', 'Service requests', and 'Contact preferences'.

Step 4

Select "Enroll"

← Manage auto pay

Not enrolled


Pier Shower

Balance
\$0.00

Due date
5/16/2023

[Enroll](#)

Step 5

Select "Enter new Credit card" or "Enter new eCheck" to enter your payment information. Then press "Enroll now".

Enroll in auto pay



By enrolling in autopay, you understand that your account will automatically be drafted on the due date.

Pier Shower

09-06223-00

Payment day

Your payment will draft on your bill due date.

Payment Method

☐  Visa ...2918



☒ Enter new Credit card

Card number

MM

YYYY

Cardholder name

Address

Billing ZIP code

☐ Enter new eCheck

[Cancel](#)

[Enroll now](#)

Step 6

Once you select to enroll, you will be taken to a confirmation page. You are now enrolled in autopay.

Please note that autopay will only process one-time on the due date.

Auto pay setup confirmation

You have successfully enrolled in Auto Pay!

Your credit card ending in **2918** will be drafted on the **due date** for account number **09-06223-00**. You will receive a payment reminder 4 days in advance and a notification after each payment is made.

[Home](#)[Manage auto pay](#)