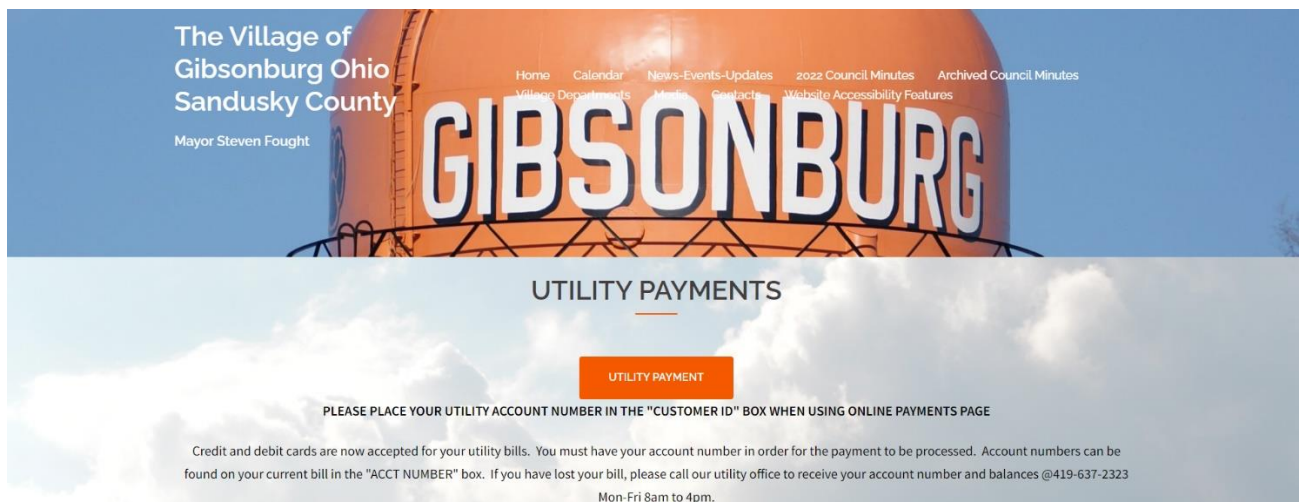


## PAYING UTILITY BILLS ONLINE WITH A CREDIT CARD


1. Go to the Village Website at [gibsonburgohio.org](http://gibsonburgohio.org)  
The page should look like this.  
You will click on the ORANGE BOX



2. Click on the Utility Payment orange box again.



- Fill in the amount you wish to pay.  
Then enter the security code you see.  
Then click continue.


  
SECURE CHECKOUT

**Order Information** \* Required Fields

Item	Description	Amount
UTL	Utility Bill	<input type="text"/>
	Utility Bills	

**Total: --**

**Security Code**



Please enter the security code above.

 \*

- Enter in Credit Card Number & Expiration Date.  
 Enter the Customer ID (THIS IS THE CUSTOMER ACCOUNT # on your Bill)  
 Enter First and Last Name  
 Leave the Company blank  
 \*\* The rest of the information ADDRESS, CITY, STATE, ZIP (MUST MATCH)  
 what is attached to your card\*\*  
 Enter Email and phone  
 Click Pay now.




This is your Utility  
 Bill Account  
 Number

Order Information						* Required Fields
Item	Description	Qty	Taxable	Unit Price	Item Total	
UTL	Utility Bill Customer specified amount	1	N	\$20.00 (USD)	\$20.00 (USD)	
					<b>Total:</b>	<b>\$20.00 (USD)</b>

**Payment Information**

  
 Card Number:  \* (enter number without spaces or dashes)  
 Expiration Date:  \* (mmyy)

**Billing Information**

Customer ID:   
 First Name:  \*      Last Name:  \*  
 Company:   
 Address:  \*  
 City:  \*  
 State/Province:  \*      Zip/Postal Code:  \*  
 Email:  \*  
 Phone:  \*  
 Fax:

Information below  
 the green line must  
 match what address  
 the bank has on file  
 or it will DECLINE  
 your transaction.

5. If payment submitted correctly you should see this confirmation page.

<b>Thank you for your order!</b>					
You may print this receipt page for your records. A receipt has also been emailed to you.					
<b>Order Information</b>					
Merchant:	Village of Gibsonburg - Utility				
Date/Time:	11-Mar-2022 10:49:20 EST				
Customer ID:					
<b>Billing Information</b>					
gibsonburg, oh 43431					
j.cox@gibsonburgohio.org					
Phone					
<b>Item</b>	<b>Description</b>	<b>Qty</b>	<b>Taxable</b>	<b>Unit Price</b>	<b>Item Total</b>
UTL	Utility Bill	1	N	\$117.45 (USD)	\$117.45 (USD)
	Customer specified amount				
					<b>Total: \$117.45 (USD)</b>
<b>Visa ****7476</b>					
Date/Time:	11-Mar-2022 10:49:20 EST				
Transaction ID:					
Auth Code:					
Payment Method:					