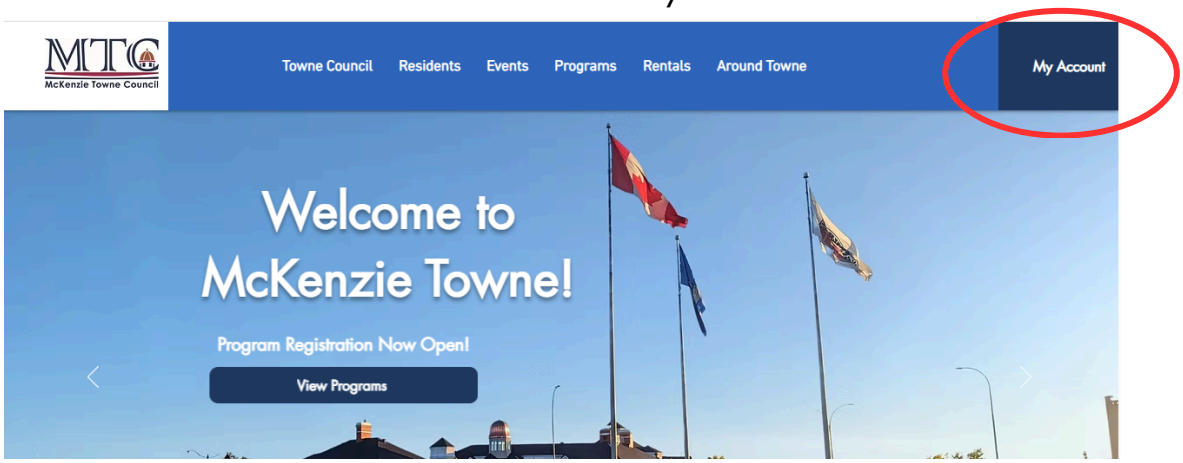
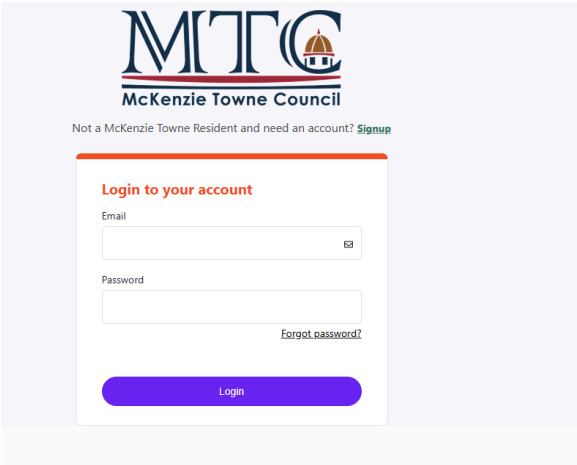
How to Pay Online Invoices

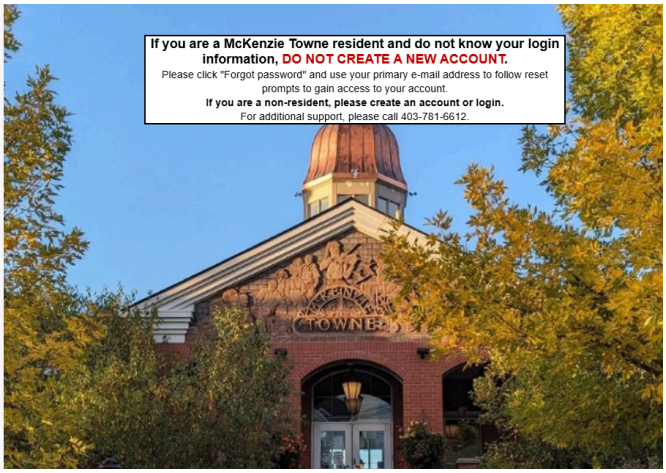
1. Go to mtcouncil.com and click the blue “My Account” button



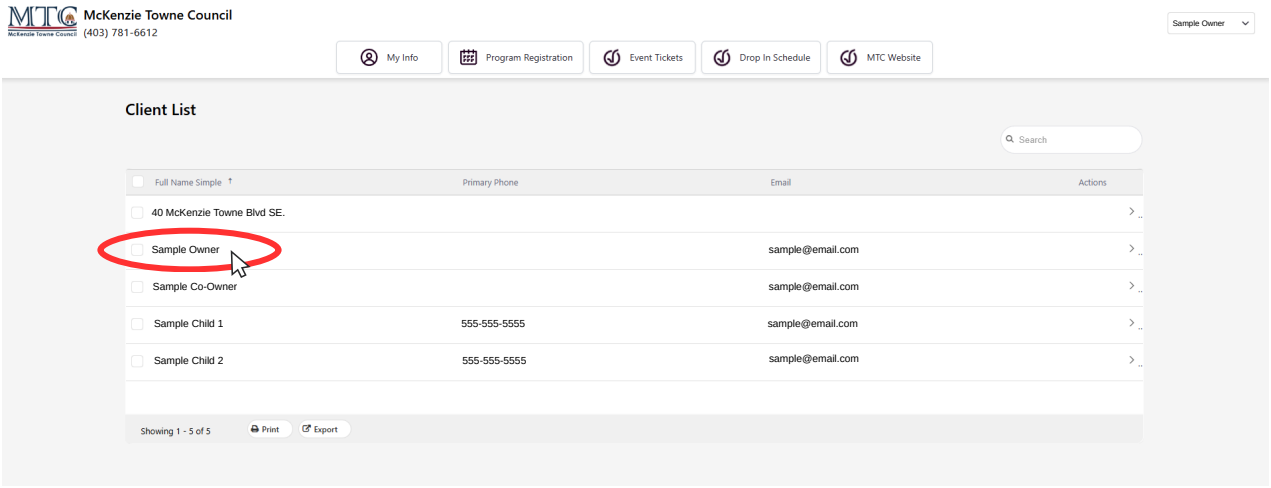
2. Log in to your account with your email as the username and your password. **DO NOT CREATE A NEW ACCOUNT**. If you are a resident of McKenzie Towne we have already created one for you. If you do not know your password click “Forgot Password” and follow the email prompts to log in

If you are still experiencing difficulties, stop here and call 403-781-6612 for help.

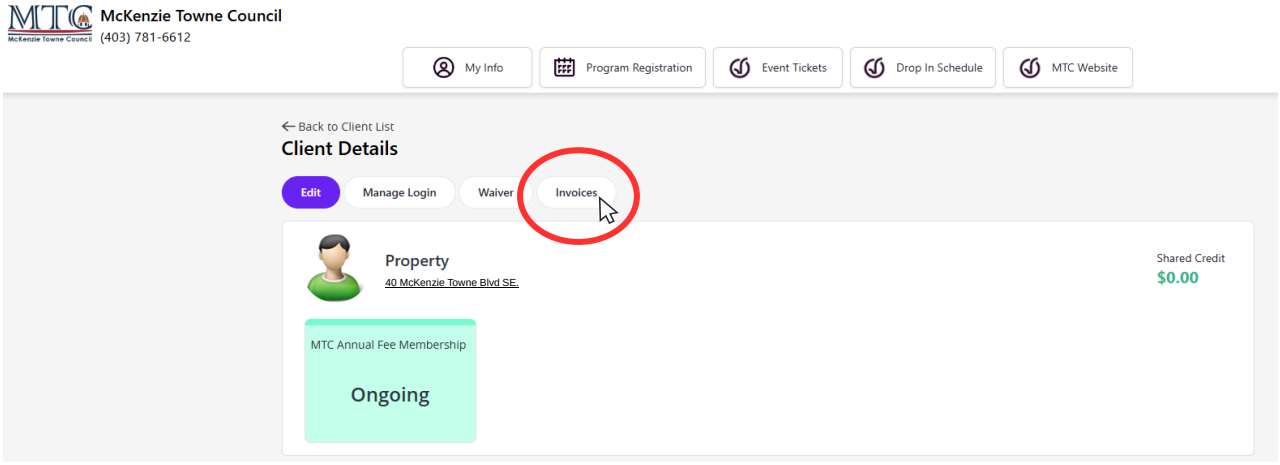




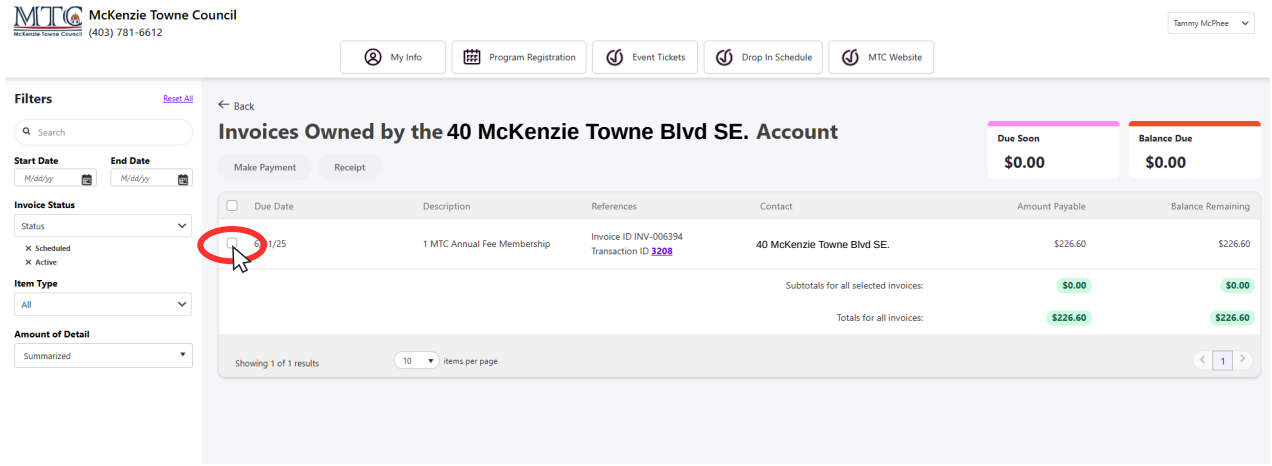
3. Once you log in, you will see a list of all members in your household, and your address(es) you have an encumbrance on. Select the owner's name.



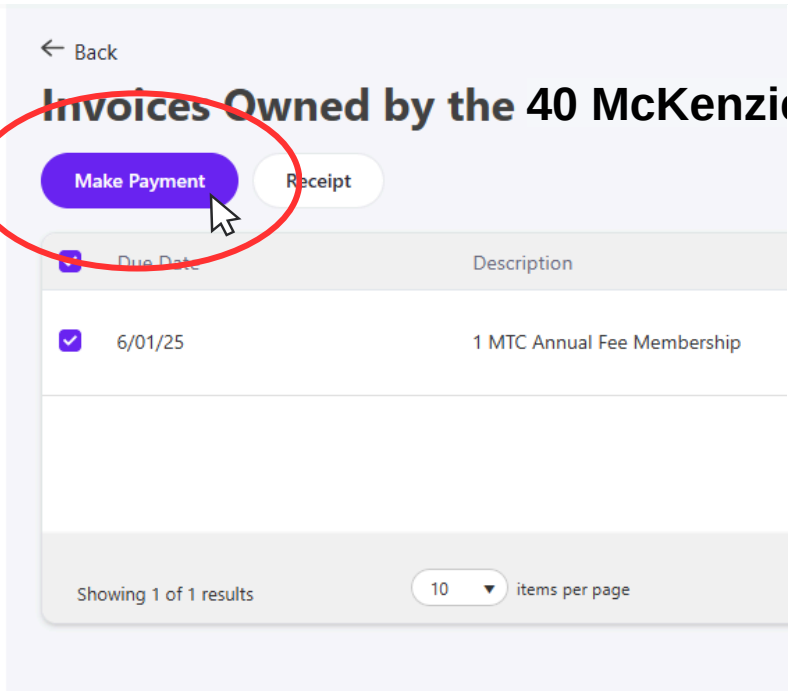
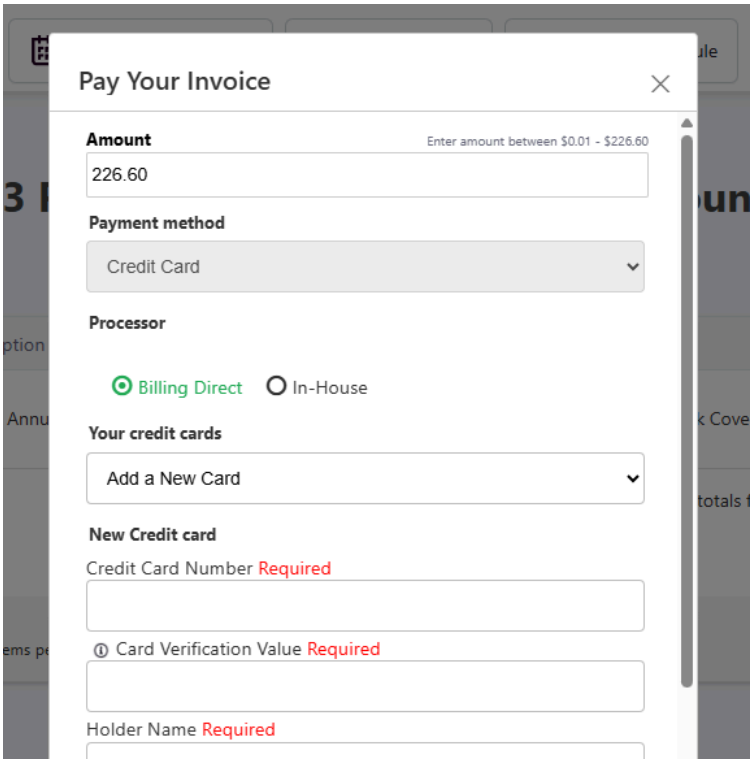
4. Click"Invoices"



5. Select the invoice you want to pay



5. Click Make Payment



6. Add your credit card information and you're done!