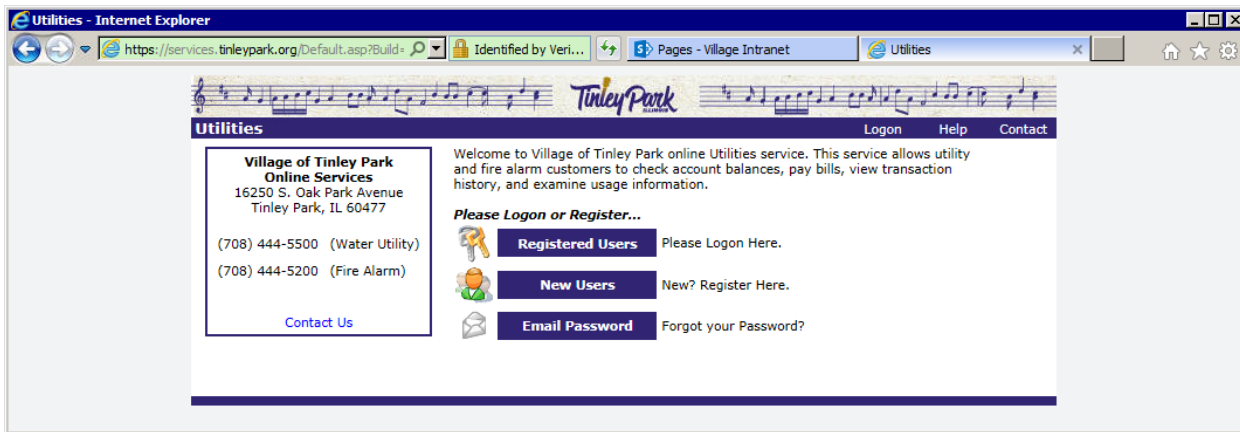


Utility Customer Signup for Automatic Payment –

This will enable you to sign up for either recurring credit card payment or an ACH withdrawal from your bank account. No enrollment form or cancelled check required—you control all information and information is encrypted. Enrollment should be completed at least 3 days prior to the current bill due date for a current bill to be processed.

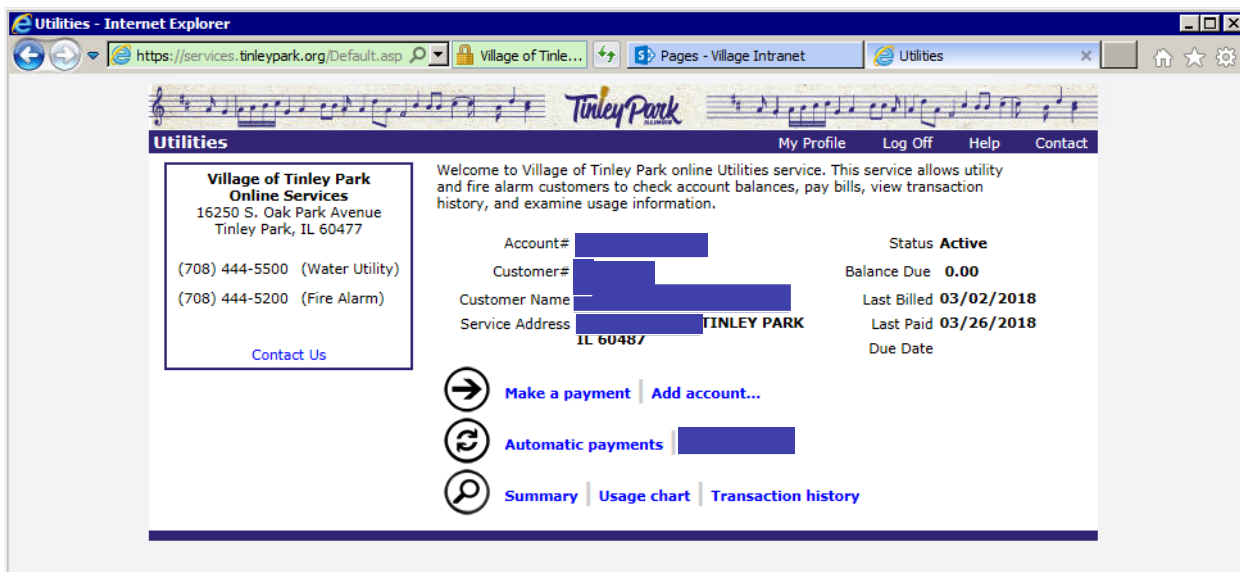
Go to Tinley Park.org and select “Utility Bill Pay” – You will see the following screen.



From this screen you can do the following:

- (Option 1)- “Registered User” You have already registered and have used the site previously
- (Option 2)-“New User” if you have never registered before. Required Information:
 - Name
 - Email Address
 - User Name
 - Password
- (Option 3)-“Email Password” – this can be used if you previously registered but cannot remember either your user name/and or password. Our system will email both the user name and password to you. If you do not receive email, check spam. If email has changed, contact us at 708-444-5000.

Once you have logged in as a registered user:



Select Option 1 to make a payment—account is updated immediately.

Select Option 2 to setup recurring payments-follow prompts to either add a credit card to your account or to add a bank account. (If changes are needed to existing information in the future—please delete the obsolete information before entering the updated new banking or card information.)

Select Option 3 to see information regarding usage, and transaction history.