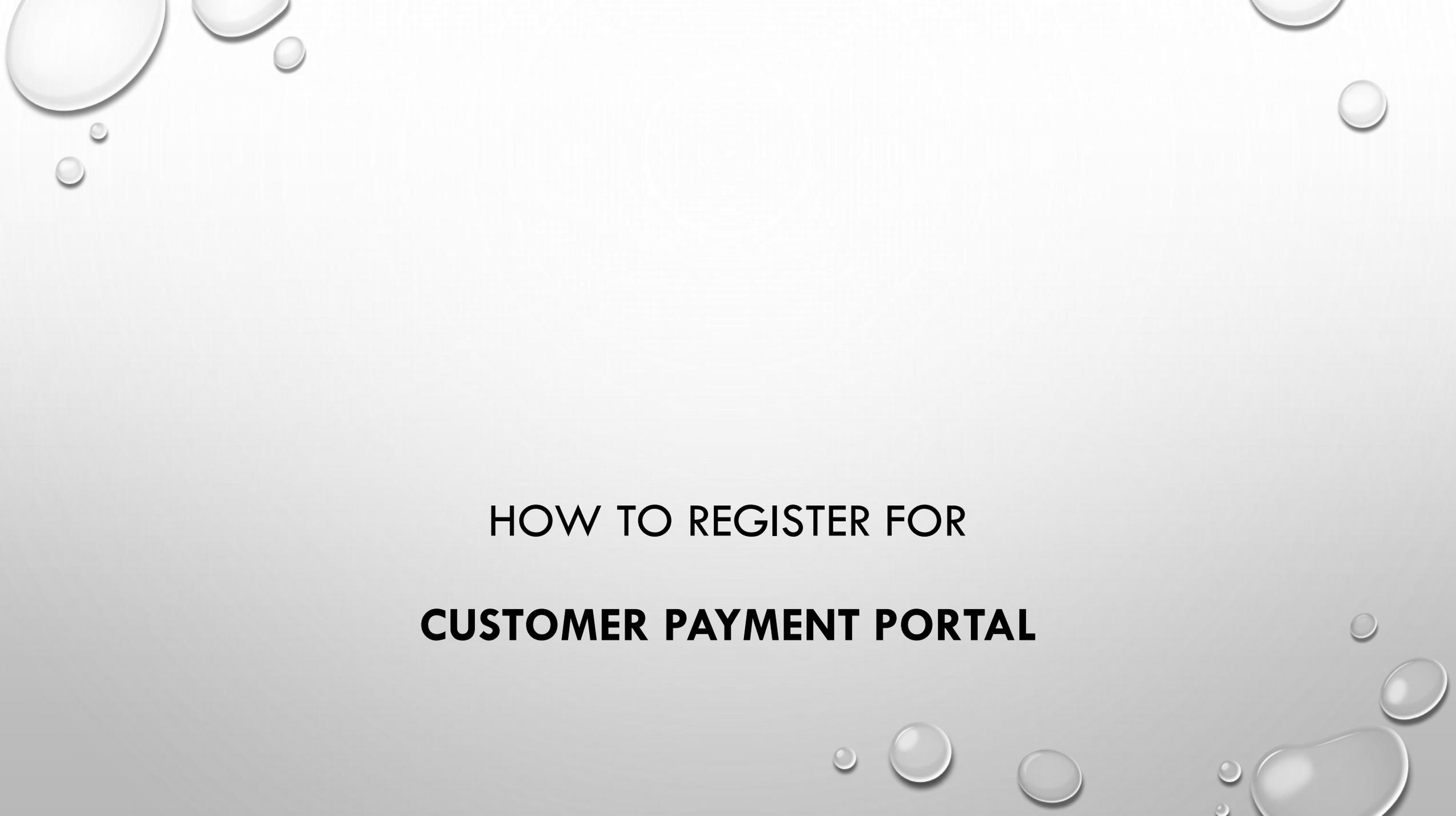
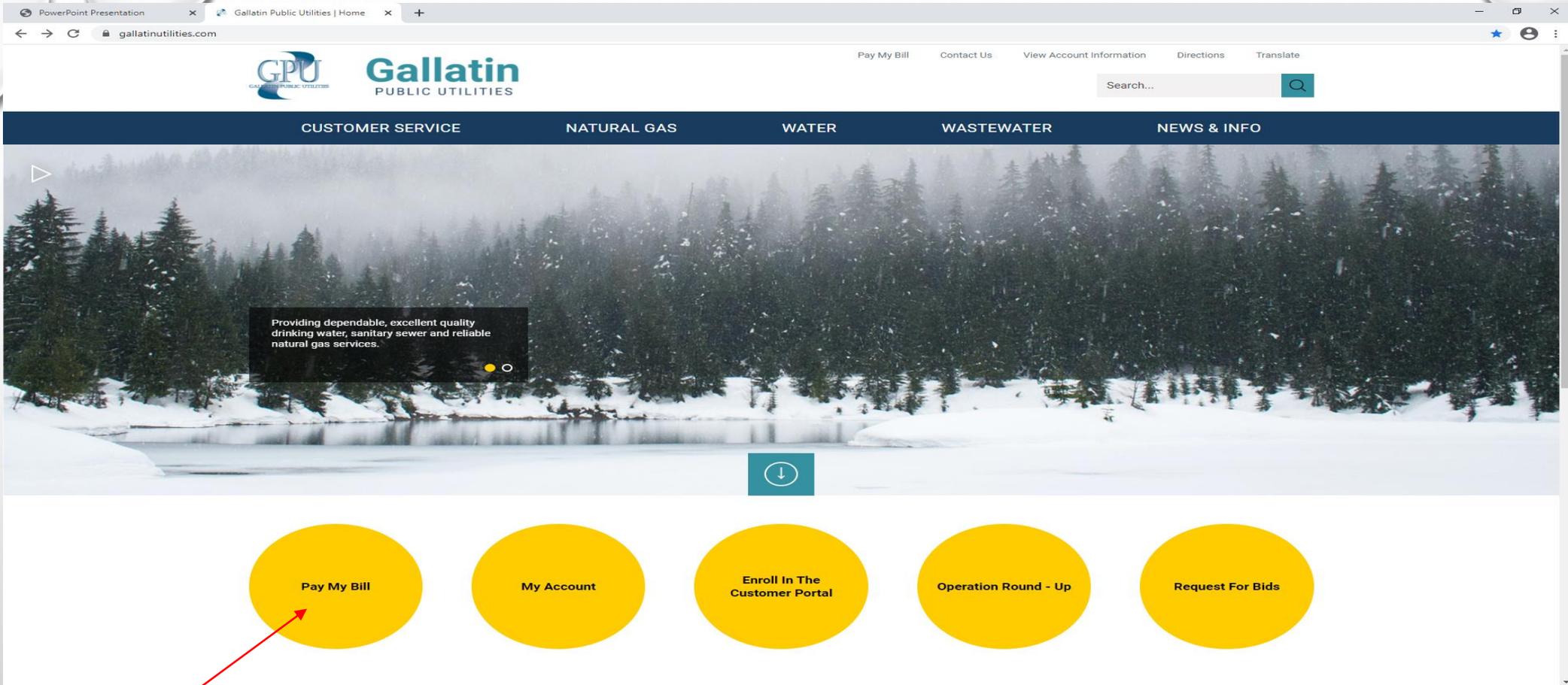
The background features a light gray gradient with several realistic water droplets of various sizes scattered across the top and bottom edges. In the center, there are faint, concentric ripples, suggesting a stone dropped into water.

# GALLATIN PUBLIC UTILITIES

HOW TO SET UP A CUSTOMER PAYMENT PORTAL

The background features a light gray gradient with several realistic water droplets of various sizes scattered in the corners. The droplets have highlights and shadows, giving them a three-dimensional appearance.

# HOW TO REGISTER FOR **CUSTOMER PAYMENT PORTAL**



**VISIT [WWW.GALLATINUTILITIES.COM](http://WWW.GALLATINUTILITIES.COM)**

**CLICK ON PAY MY BILL**

PowerPoint Presentation x Customer Portal: Gallatin Public L x +

ipn2.paymentus.com/cp/gput

GPU GALLATIN PUBLIC UTILITIES

Customer Portal

VISA MasterCard DISCOVER echeck PayPal CREDIT V amazon pay

### Make One-Time Payment

Pay your bill in 3 easy steps without registering. All you need is your Customer and PIN number from your paper bill.

Payments will post to your account within 2 business days. For each payment, you will receive a confirmation number for your records.

Pay Now

### Login

Email  
someone@example.com

Password  
Password

Don't have an account [Register Now](#)

Login [Forgot your password?](#)

Paymentus

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[Privacy Policy](#) [Privacy Notice to California Residents](#) [Website Conditions of Use](#) [Payment Authorization Terms](#)

IF CUSTOMER HAS NOT REGISTERED YOU MAY DO SO HERE OR YOU MAY SIMPLY LOGIN USING THE SCREEN ON THE RIGHT

THE SCREEN ON THE LEFT IS ONLY FOR CUSTOMERS WHO WISH TO MAKE A ONE TIME PAYMENT.



PLEASE COMPLETE THE REGISTRATION SCREEN.

PLEASE ENTER ACCURATE INFORMATION INCLUDING, EMAIL. THIS IS HOW YOU WILL RECEIVE YOUR BILLING NOTIFICATIONS.

ENTER A PASSWORD YOU CAN REMEMBER AND PLEASE MAKE A NOTE OF IT.

ONCE ALL OF THE INFORMATION IS COMPLETE PLEASE CLICK ENROLL.



PowerPoint Presentation x Add Account: Customer Portal: G x +

ipn2.paymentus.com/cp/account-add.action?CSRF\_TOKEN=1611862907106-ba47f622f79214fec042071377b5bde1

Customer Portal

**Add Account**

Account Information

Payment Type

Utility Payment

Please enter your Customer Number and Pin Number as shown on your Bill.

Customer Number

Enter your Customer Number

PIN Number

Enter your PIN Number

Account Alias (optional)

Enter a descriptive name (optional)

Terms & Conditions

[Read the Payment Authorization Terms](#)

I agree to the Payment Authorization Terms.

Back to Accounts Add Account

**Where is my Customer Number?**

GALLATIN PUBLIC UTILITIES

220 HANCOCK STREET  
GALLATIN, TENNESSEE 37061  
(615) 451-5922 • BILLING OFFICE  
(615) 452-5555 • FAX NUMBER  
WWW.GALLATINUTILITIES.COM

OFFICE HOURS: 7:30 - 4:30 MONDAY - FRIDAY  
DRIVE THRU HOURS: 8:00 - 4:00 MONDAY - FRIDAY  
NIGHT DEPOSITORY BOX  
AFTER HOURS EMERGENCY: (615) 451-5922  
AFTER HOURS SERVICE: (615) 451-6822  
YOU CAN VIEW YOUR ACCOUNT HISTORY  
AND PAY ONLINE @ WWW.GALLATINUTILITIES.COM

Service Period	City ID#	Account Number	Customer Name	Service Address	
06/12/18 / 07/16/18	34	200123-01	JOHN G. CUSTOMER	1234 CITY STREET	
Service Type	Water Use	Water Billing	Water Billing	Water Lead	Amount
WATER CHARGES	5209	1000	1200	200	\$ 19.86
SEWER CHARGES					\$ 19.46
TAX CHARGES					\$ 1.56
To pay online you will need your account access PIN Number: 1234					Total Due \$ 49.88
You will also need your account Customer Number: 123456					Due Date: 08/15/18
					Pay Online @ www.gpu.com

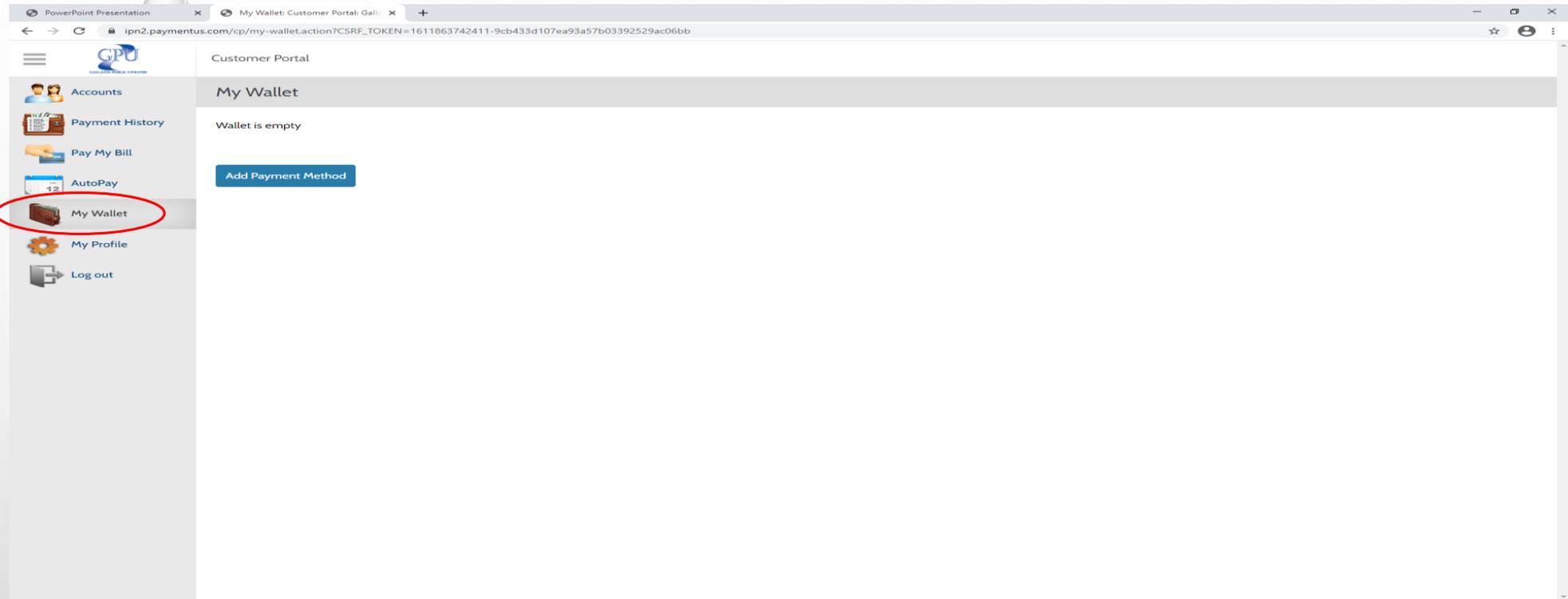
ENTER YOUR CUSTOMER NUMBER AND PIN#. YOU CAN FIND BOTH ON YOUR UTILITY BILL.

AGREE TO THE PAYMENT AUTHORIZATION TERMS THEN CLICK ADD ACCOUNT

GO BACK TO VIEW ACCOUNTS.  
IF THERE IS NO AMOUNT DUE AT  
THIS TIME, IT IS NOT TIME FOR A  
PAYMENT.

YOU MAY ALSO ENROLL IN  
**AUTOPAY** HERE TO HAVE YOUR  
UTILITY BILL AUTOMATICALLY  
DEDUCTED FROM YOUR BANK  
ACCOUNT OR CREDIT CARD.  
PAYMENTS WILL BE DEDUCTED ON  
THE BILL DUE DATE LISTED ON THE  
BILL.

The screenshot shows a web browser window displaying the 'Customer Portal' for 'GPU'. The page title is 'Accounts'. On the left, there is a navigation menu with icons and labels for 'Accounts', 'Payment History', 'Pay My Bill', 'AutoPay', 'My Wallet', 'My Profile', and 'Log out'. The main content area shows details for a utility account: 'UTILITY ADMIN BUILDING GPU' at '239 HANCOCK ST'. Under 'Account Details', it states 'Your customer number is 1129'. A table shows 'Date Due' as '2021-01-25' and 'Amount Due' as '\$0.00', with a 'Pay Bill' button. Below this, there are fields for 'Email Address' and 'Phone Number', and an 'AutoPay' button which is circled in red. At the bottom, there is a 'More' section with links for 'View All Payments', 'View All Schedules', and 'View Consumption', and an 'Add Account' button with a plus sign icon.



**WHEN YOU SET UP YOUR ACCOUNT FOR THE FIRST TIME, YOU MUST ADD A PAYMENT METHOD IN YOUR WALLET.**

CLICK "ADD NEW" TO ENTER A NEW PAYMENT METHOD. THIS METHOD WILL BE SECURELY SAVED FOR FUTURE PAYMENTS.

The screenshot shows a web browser window displaying the GPU Customer Portal. The page title is "Customer Portal" and the main heading is "Accounts". On the left sidebar, there are navigation options: "Accounts", "Payment History", "Pay My Bill", "AutoPay", "My Wallet", "My Profile", and "Log out". The main content area shows details for a utility account: "UTILITY ADMIN BUILDING GPU" at "239 HANCOCK ST". Under "Account Details", it states "Your customer number is 1129". A table lists "Date Due" as "2021-01-25" and "Amount Due" as "\$0.00". A blue "Pay Bill" button is circled in red. Below the table, there are fields for "Email Address" and "Phone Number", and an "AutoPay" button. At the bottom, there is a "More" section with links for "View All Payments", "View All Schedules", and "View Consumption". A blue plus icon and "Add Account" text are also visible.

NOW YOU CAN GO BACK TO ACCOUNTS AND CLICK “PAY BILL” AND SELECT A PAYMENT OPTION TO PAY YOUR UTILITY BILL.