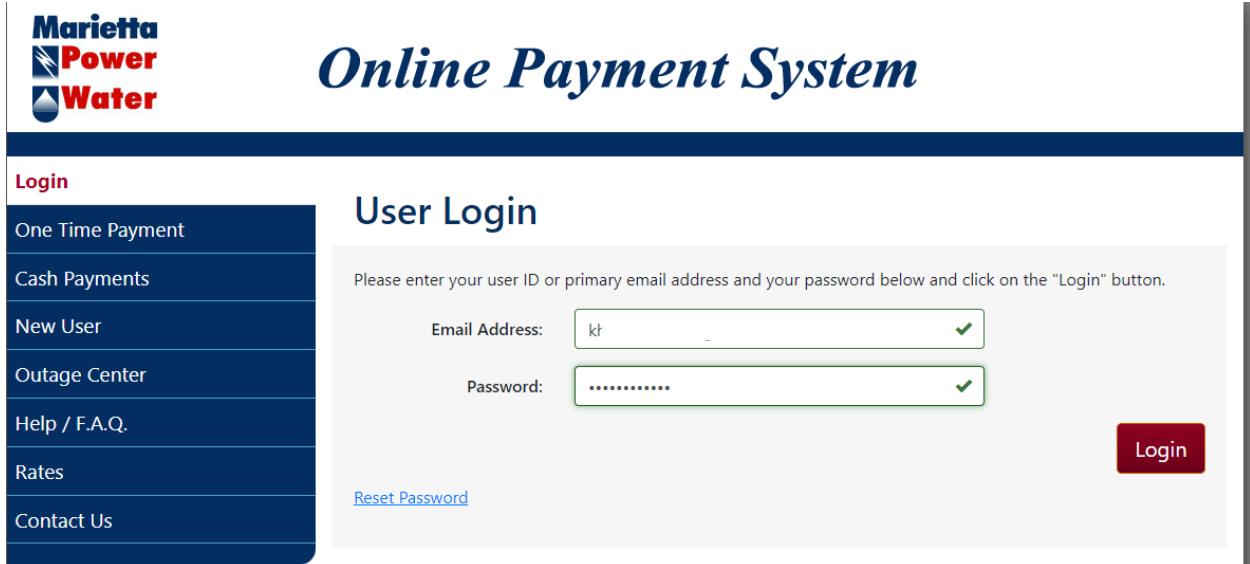


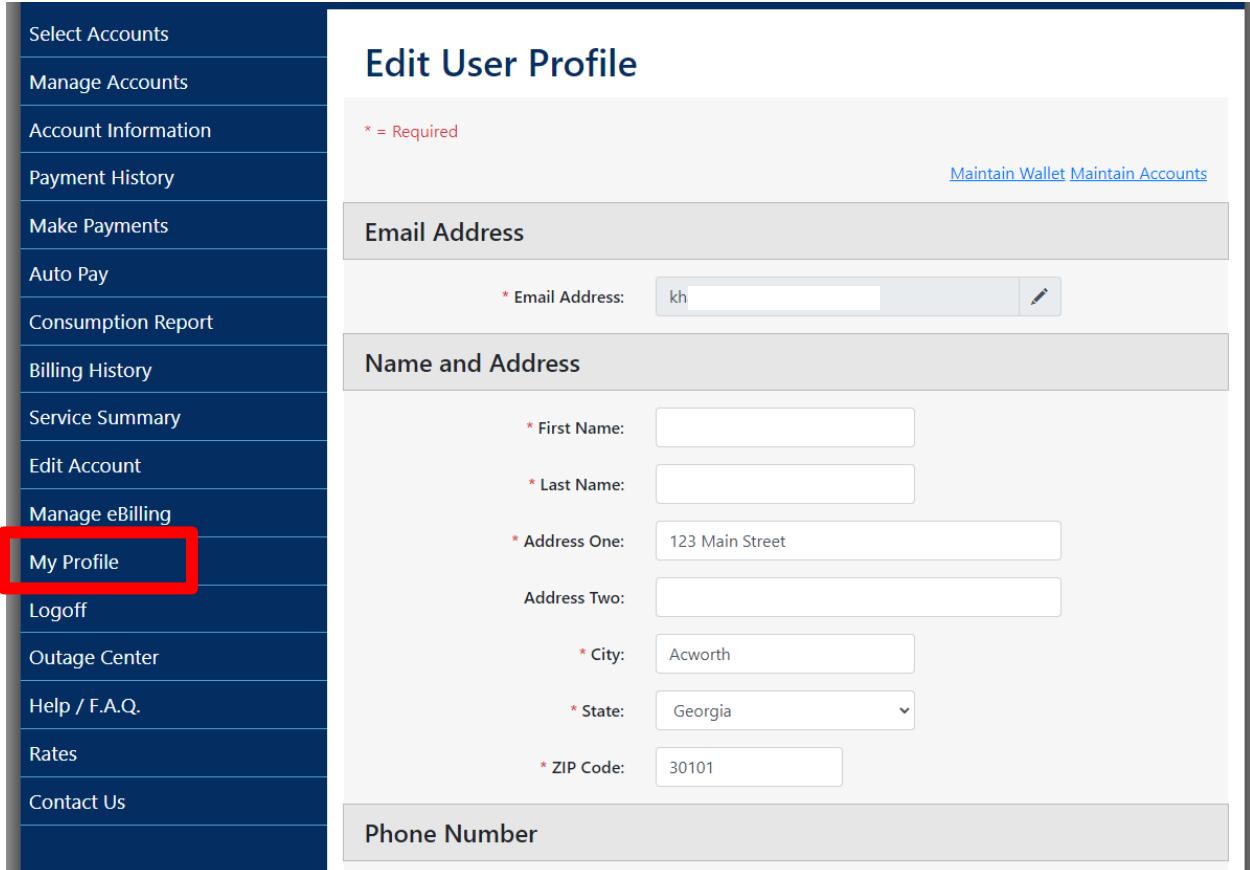
How do I add a Credit Card or ACH (Checking/Savings account) to my profile:

1. Log into your account:



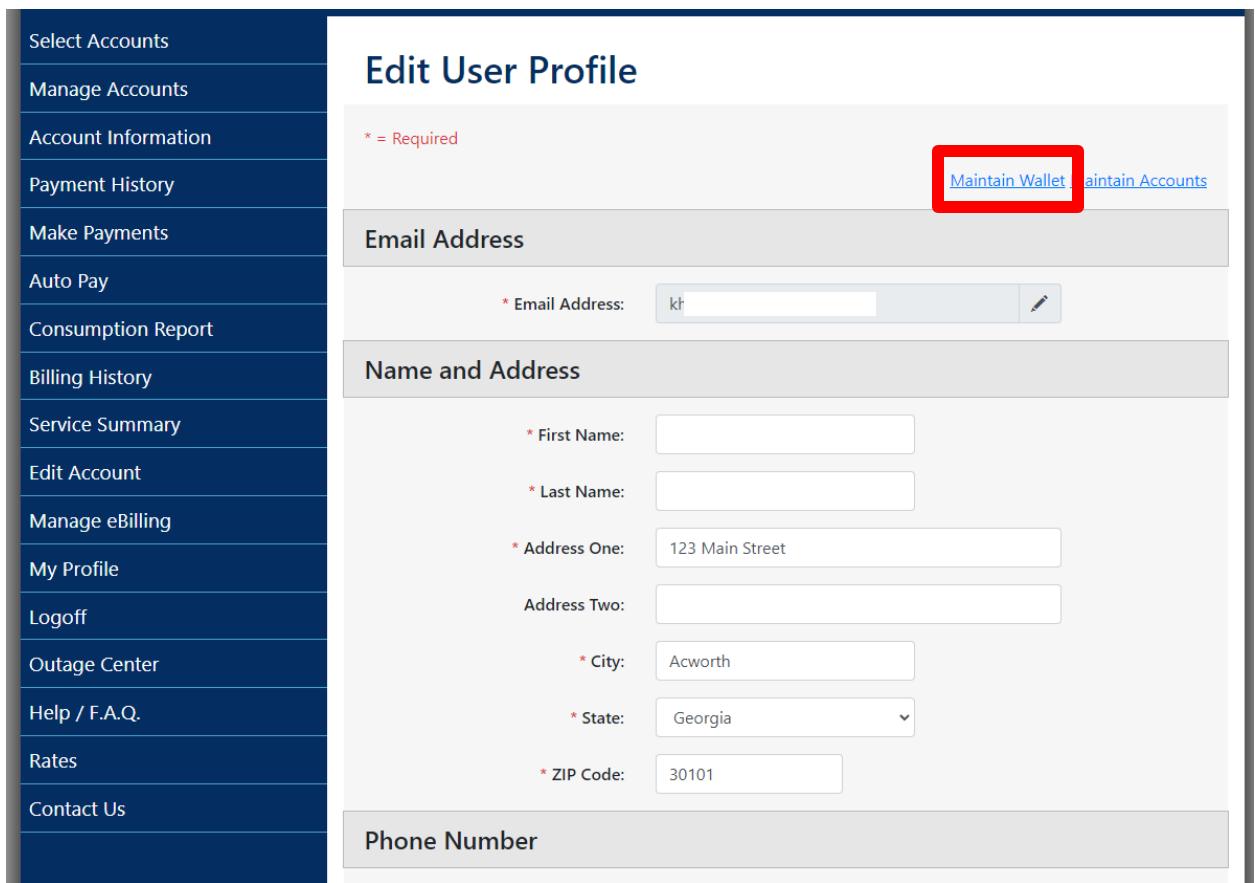
The image shows the Marietta Power Water Online Payment System login page. At the top, the logo for Marietta Power Water is displayed. The main title "Online Payment System" is centered. On the left, a sidebar menu lists various options: Login, One Time Payment, Cash Payments, New User, Outage Center, Help / F.A.Q., Rates, and Contact Us. The "Login" option is highlighted in red. The main "User Login" form is centered, containing fields for Email Address (with "kh" entered) and Password (with "*****" entered). Both fields have green checkmarks indicating they are valid. Below the fields are "Reset Password" and "Login" buttons. A note above the fields says: "Please enter your user ID or primary email address and your password below and click on the "Login" button."

2. Click on My Profile:



The image shows the "Edit User Profile" page. On the left, a sidebar menu lists: Select Accounts, Manage Accounts, Account Information, Payment History, Make Payments, Auto Pay, Consumption Report, Billing History, Service Summary, Edit Account, Manage eBilling, **My Profile** (which is highlighted with a red box), Logoff, Outage Center, Help / F.A.Q., Rates, and Contact Us. The main "Edit User Profile" form is centered. It includes sections for Email Address, Name and Address, and Phone Number. The "Email Address" section contains a field with "kh" and a "pencil" icon. The "Name and Address" section contains fields for First Name, Last Name, Address One (123 Main Street), Address Two, City (Acworth), State (Georgia), and ZIP Code (30101). The "Phone Number" section is currently empty. A note above the "Name and Address" section says: "* = Required". There are "Maintain Wallet" and "Maintain Accounts" links at the top right of the form.

3. Click on Maintain Wallet:



The screenshot shows the 'Edit User Profile' page. On the left is a vertical menu with the following items:

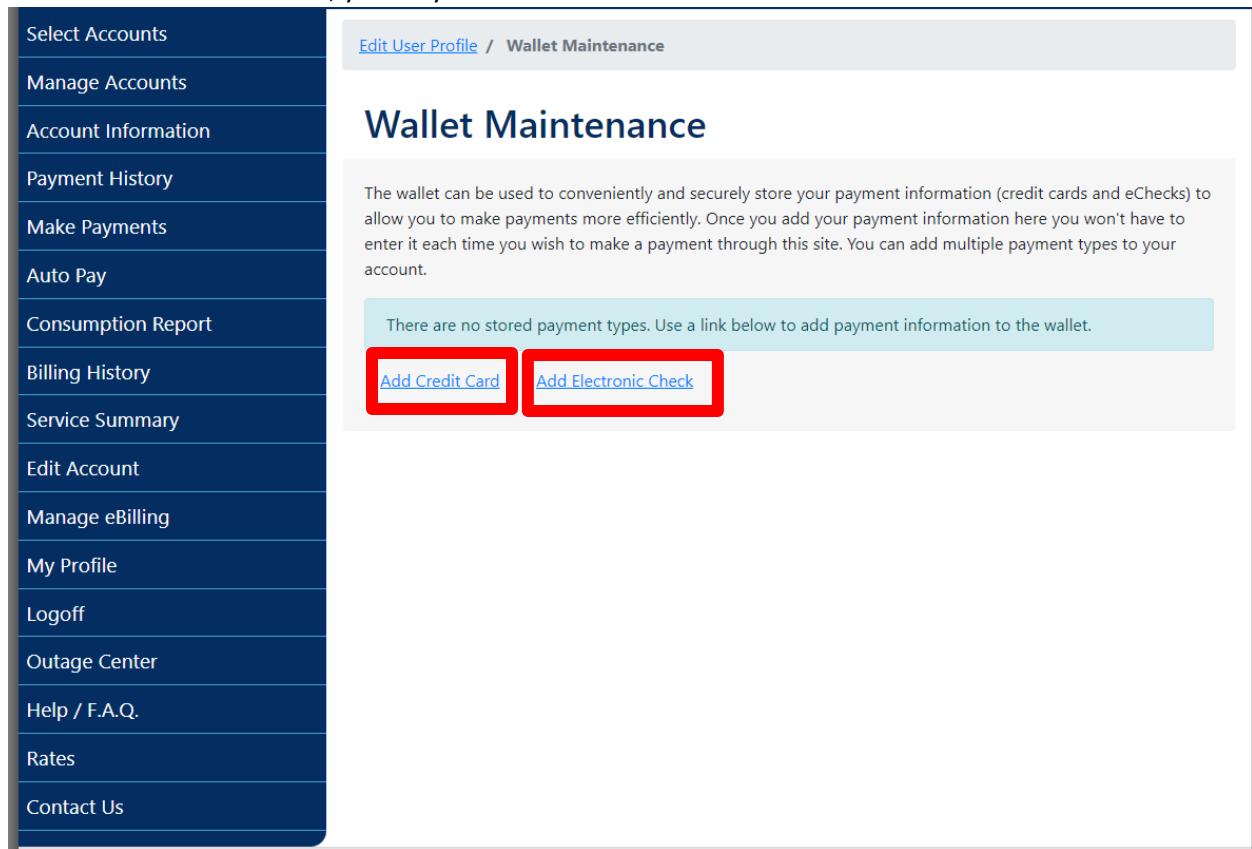
- Select Accounts
- Manage Accounts
- Account Information
- Payment History
- Make Payments
- Auto Pay
- Consumption Report
- Billing History
- Service Summary
- Edit Account
- Manage eBilling
- My Profile
- Logoff
- Outage Center
- Help / F.A.Q.
- Rates
- Contact Us

The main content area is titled 'Edit User Profile' and contains the following fields:

- Email Address**: * Email Address:
- Name and Address**:
 - * First Name:
 - * Last Name:
 - * Address One:
 - Address Two:
 - * City:
 - * State:
 - * ZIP Code:
- Phone Number**:

A red box highlights the 'Maintain Wallet' link in the top right corner of the page.

4. Under Wallet Maintenance, you may click on Add Credit Card or Add Electronic Check:



The screenshot shows a user profile edit page with a sidebar on the left containing various account management links. The main content area is titled 'Wallet Maintenance'. It displays a message about the wallet feature and two prominent blue buttons at the bottom labeled 'Add Credit Card' and 'Add Electronic Check', which are both outlined with a red box for emphasis.

Select Accounts
Manage Accounts
Account Information
Payment History
Make Payments
Auto Pay
Consumption Report
Billing History
Service Summary
Edit Account
Manage eBilling
My Profile
Logoff
Outage Center
Help / F.A.Q.
Rates
Contact Us

Edit User Profile / Wallet Maintenance

Wallet Maintenance

The wallet can be used to conveniently and securely store your payment information (credit cards and eChecks) to allow you to make payments more efficiently. Once you add your payment information here you won't have to enter it each time you wish to make a payment through this site. You can add multiple payment types to your account.

There are no stored payment types. Use a link below to add payment information to the wallet.

[Add Credit Card](#) [Add Electronic Check](#)

5. When you click on Add Credit Card, you will need to enter the required information:

- a. Credit Card Number
- b. Expiration Month
- c. Expiration Year
- d. Billing Street Address
- e. Billing Zip Code

Select Accounts

Manage Accounts

Account Information

Payment History

Make Payments

Auto Pay

Consumption Report

Billing History

Service Summary

Edit Account

Manage eBilling

My Profile

Logoff

Outage Center

Help / F.A.Q.

Rates

Contact Us

[Edit User Profile](#) / [Wallet Maintenance](#) / [Wallet Details](#)

Wallet Details

Account Holder Name

Credit Card Number *

Expiration Month *

Expiration Year *

Billing Street Address

* Billing Zip Code

Submit

6. Click Submit:

7. When you click on Add Electronic Check, you will need to enter the required information:

- a. Account Holder Name
- b. Account Type – Checking or Savings
- c. Routing Number
- d. Account Number
- e. Billing Street Address
- f. Billing Zip Code

Select Accounts

Manage Accounts

Account Information

Payment History

Make Payments

Auto Pay

Consumption Report

Billing History

Service Summary

Edit Account

Manage eBilling

My Profile

Logoff

[Edit User Profile](#) / [Wallet Maintenance](#) / [Wallet Details](#)

Wallet Details

Account Holder Name *

Billing Street Address *

Account Type *

Checking Savings

Routing Number *

Billing City

Account Number *

Billing State

Confirm Account Number *

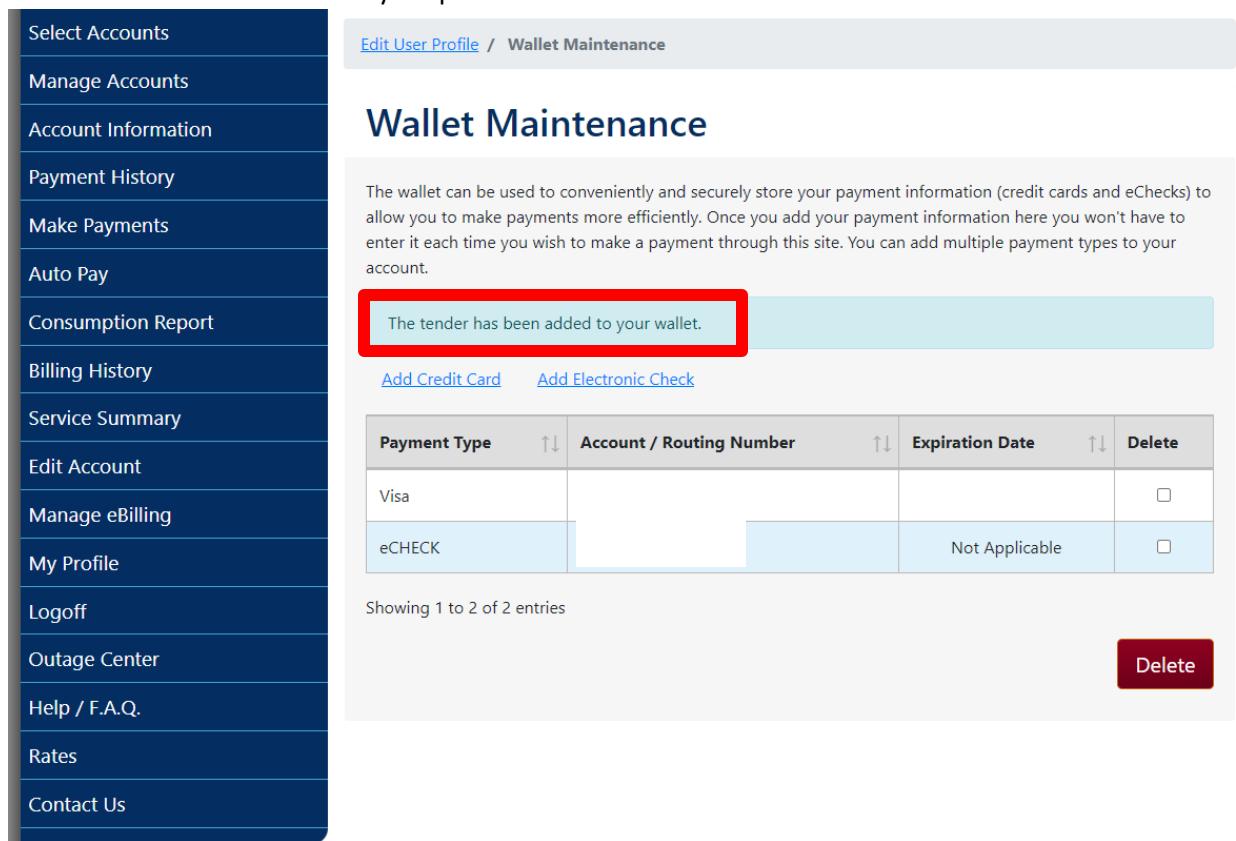
* Billing Zip Code

Phone Number

Submit

8. Click Submit

9. You will then see this added to your profile:



The screenshot shows a left sidebar with a dark blue background and white text, listing various account management options. The main content area has a light gray background and is titled "Wallet Maintenance". It contains a message box with a red border and a green background, stating "The tender has been added to your wallet." Below this are two blue links: "Add Credit Card" and "Add Electronic Check". A table follows, with a header row: "Payment Type" (with a double arrow icon), "Account / Routing Number" (with a double arrow icon), "Expiration Date" (with a double arrow icon), and "Delete". Two rows of data are shown: one for "Visa" and one for "eCHECK". The "eCHECK" row has a "Not Applicable" entry in the "Expiration Date" column. A "Delete" button is located in the bottom right corner of the table area. The bottom of the page shows a footer with the text "Showing 1 to 2 of 2 entries".

Select Accounts
Manage Accounts
Account Information
Payment History
Make Payments
Auto Pay
Consumption Report
Billing History
Service Summary
Edit Account
Manage eBilling
My Profile
Logoff
Outage Center
Help / F.A.Q.
Rates
Contact Us

[Edit User Profile](#) / [Wallet Maintenance](#)

Wallet Maintenance

The wallet can be used to conveniently and securely store your payment information (credit cards and eChecks) to allow you to make payments more efficiently. Once you add your payment information here you won't have to enter it each time you wish to make a payment through this site. You can add multiple payment types to your account.

The tender has been added to your wallet.

[Add Credit Card](#) [Add Electronic Check](#)

Payment Type	Account / Routing Number	Expiration Date	Delete
Visa			<input type="checkbox"/>
eCHECK		Not Applicable	<input type="checkbox"/>

Showing 1 to 2 of 2 entries

[Delete](#)