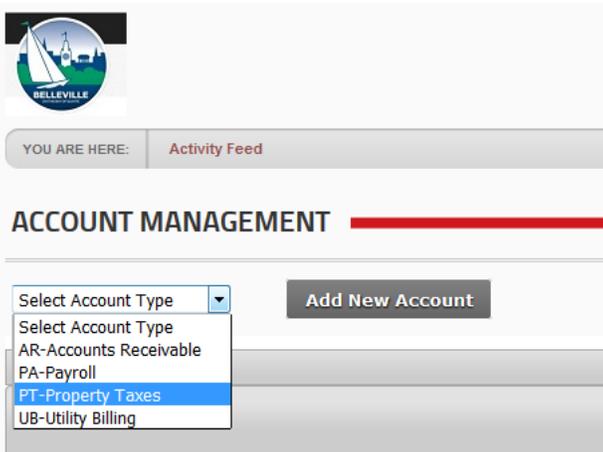
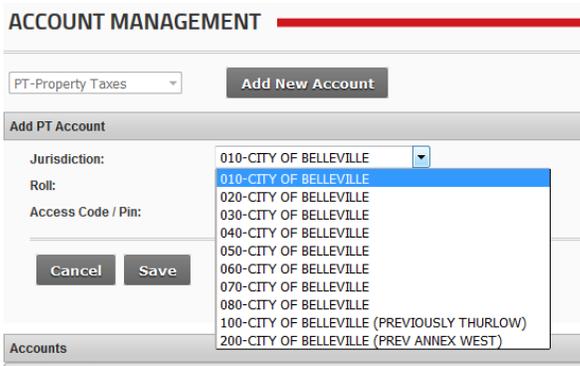


# HOW TO LINK YOUR ACCOUNT

1. FROM THE HOME PAGE, CLICK LOGIN
2. ENTER YOUR USER NAME
3. ENTER YOUR PASSWORD
4. CLICK LOGIN. YOU ARE NOW LOGGED IN
5. CLICK ON YOUR USER NAME AT THE TOP RIGHT
6. UNDER ACCOUNT MANAGEMENT SELECT ACCOUNT TYPE
7. IN THIS EXAMPLE, WE WILL LINK PROPERTY TAX



8. THEN CLICK ON ADD NEW ACCOUNT
9. ENTER THE JURISDICTION NUMBER IN THE DROP DOWN BOX (THE FIRST 3 DIGITS OF THE ROLL NUMBER). ON THE NEXT LINE ENTER YOUR ROLL NUMBER. THE ROLL NUMBERS CAN BE FOUND ON YOUR PROPERTY TAX STATEMENT. IGNORE THE FIRST 3 DIGITS (JURISDICTION NUMBER) LEAVING A ROLL NUMBER OF #####.0000



10. ENTER YOUR ACCESS CODE ALSO CALLED PIN (6 DIGITS). THIS CAN BE FOUND ON YOUR PROPERTY TAX STATEMENT AS WELL.
11. CLICK SAVE
12. YOU HAVE SUCCESSFULLY LINKED YOUR PROPERTY TAX ACCOUNT AND ALL SERVICES FOR THIS ACCOUNT ARE NOW AVAILABLE.