



# Enroll in AutoPay Today

How to sign up for AutoPay



1 Visit [www.casitaswater.org/paymentportal](http://www.casitaswater.org/paymentportal). Click **Register Now**.

The screenshot shows the 'Customer Portal' for Casitas Municipal Water District. At the top left is the logo and name. To the right are logos for various payment methods: VISA, MasterCard, American Express, Discover, PayPal, Credit Card, Venmo, Amazon Pay, Google Pay, and Apple Pay. The main content area is divided into two columns. The left column is titled 'Make One-Time Payment' and contains text explaining the payment process and a 'Pay Now' button. The right column is titled 'Login' and contains fields for 'Email' (with 'someone@example.com' entered) and 'Password', a 'Login' button, and a 'Forgot your password?' link. A green line with a circle at the end points from the 'Register Now' link in the 'Login' section to the right edge of the page.

2 Fill out the required fields and then click **Enroll**.

The screenshot shows the 'New Account Information' form. It includes the following fields and sections: 'Email Address' (input field), a password requirements section (must be at least 10 characters in length, must contain at least one number and 1 alpha, only alphanumeric and special characters are allowed), a security note (For enhanced security, do not use proper names, words commonly found in the dictionary or repeating sequences of numbers.), 'Password' (input field), 'Re-enter password' (input field), 'First Name' (input field), 'Last Name' (input field), 'Phone Number' (input field with placeholder '(111) 222-3333'), 'ZIP Code' (input field with placeholder '12345'), 'Security Question 1' (dropdown menu with 'What was the make of your first car?'), 'Security Answer 1' (input field), 'Security Question 2' (dropdown menu with 'What was your first pet's name?'), and 'Security Answer 2' (input field). At the bottom, there is an 'Enroll' button and a 'Cancel' button. A green line with a circle at the end points from the 'Enroll' button to the left edge of the page.

3

After reenrolling it will take you to the homepage. Click on **AutoPay** on the left-hand side.

Accounts

Pay My Bill

**AutoPay**

Bill History

Payment History

My Wallet

My Profile

Log out

Powered by **Paymentus**

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

### Add Account

Account Information

Payment Type

Water Bill

Please enter the account number.

Account Number

Account Number

E-Bill Notification For New Bills

Receive email notification

Bill Summary Notifications

Secure PDF eBills

Bill Summary - Pay By Text

Terms & Conditions

[Read the Payment Authorization Terms](#)

I agree to the Payment Authorization Terms.

Back to Accounts   **Add Account**

### Where is my Account Number

**CASITAS MUNICIPAL WATER DISTRICT**  
 1700 California Avenue  
 San Ysidro, CA 92081

ADDRESS SERVICE REQUESTED

San Ysidro Municipal Water District  
 1700 California Avenue  
 San Ysidro, CA 92081

Water Billing Information  
 Billing Period: 01/01/2023 - 01/31/2023  
 Billing Date: 01/31/2023  
 Billing Cycle: Monthly

Current Meter Information  
 Meter: 10000000000000000000  
 Meter Status: Active  
 Meter Location: 10000000000000000000

Current Charges  
 Meter: 10.00  
 Monthly Standby Charges: 0.00  
 Conservation Penalty: 0.00  
 Sewer Allocation Charge: 1.00  
 Total Current Charges: 11.00

Account Due  
 Last Payment: 05.00  
 Balance Forward: 0.00  
 Current Amount Due by a Special Order: 0.00  
 Current Amount Due by Payment for Services: 00.00  
 Total Account Balance: 11.00

Monthly Allocation  
 Current Monthly Service: 11.00  
 Variable Meter Allocation: 0.00

**Account Statement**

ACCOUNT INFORMATION

ACCOUNT NUMBER: 10000000000000000000  
 SERVICE TYPE: WATER  
 BILLING DATE: 01/31/2023  
 BILLING PERIOD: 01/01/2023 - 01/31/2023

CURRENT METER INFORMATION

Meter: 10000000000000000000  
 Meter Status: Active  
 Meter Location: 10000000000000000000

CURRENT CHARGES

Meter: 10.00  
 Monthly Standby Charges: 0.00  
 Conservation Penalty: 0.00  
 Sewer Allocation Charge: 1.00  
 Total Current Charges: 11.00

ACCOUNT DUE

Last Payment: 05.00  
 Balance Forward: 0.00  
 Current Amount Due by a Special Order: 0.00  
 Current Amount Due by Payment for Services: 00.00  
 Total Account Balance: 11.00

4

Click **Add Schedule** and then click **Add New** to add your Account information. Fill in the required information and click **Add**.

Accounts

Pay My Bill

AutoPay

Bill History

Payment History

My Wallet

My Profile

Log out

Powered by **Paymentus**

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

Last login was on  
Nov 6, 2023, 6:01:50 AM

### Add Account

Account Information

Payment Type


Water Bill

Please enter the 9 digit account number with the dashes. (00-00000-00).

Account Number

Account Number

Paperless

Yes 

E-Bill Notification For New Bills

Receive email notification

Terms & Conditions

[Read the Payment Authorization Terms](#)

I agree to the Payment Authorization Terms.

Cancel   **Add**

**5** Follow the screen and input your desired payment method (debit, credit or PayPal, PayPal Credit, Venmo and Amazon Pay) and then click **Continue**.

**6** Fill out the payment frequency details and then click **Create AutoPay**.

**CASITAS** Municipal Water District  
Customer Portal

Create New AutoPay > Water Bill # [REDACTED]

**Accounts**

Pay My Bill

AutoPay

Bill History

Payment History

My Wallet

My Profile

Logout

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

Last login was on  
Oct 27, 2023, 11:20:34 AM

Schedule Created	
Confirmation #	141595
Payment Type	[REDACTED]
Account #	[REDACTED]
Payment Method	MasterCard (Debit) [REDACTED]
Start Date	Nov 6, 2023
Frequency	Bill amount
Payment Amount	Bill Amount
Total Amount	Bill Amount

[Print](#) [Back to AutoPay](#)

**How to set up AutoPay**

1. Select the *account*.
2. Choose your *preferred payment method*.
3. Determine the *frequency of payment* best suited for your needs.
  - **Bill amount** - Scheduled on the 2nd to the last business day of the month.
  - **Monthly Bill Amount** - To avoid late fees, please schedule Autopay between the 1st and 25th of the month.
4. Configure the payment details.