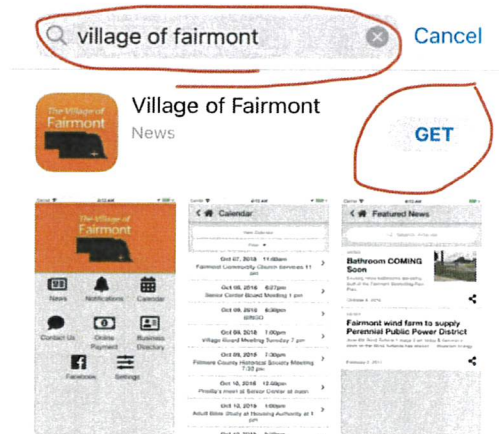
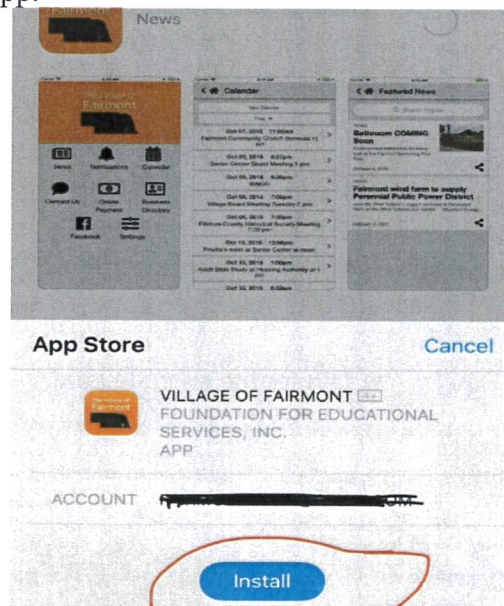


Setting Up Online Utility Account Access (Phone App):

- 1) In your phone's app store, search for the "Village of Fairmont" app.



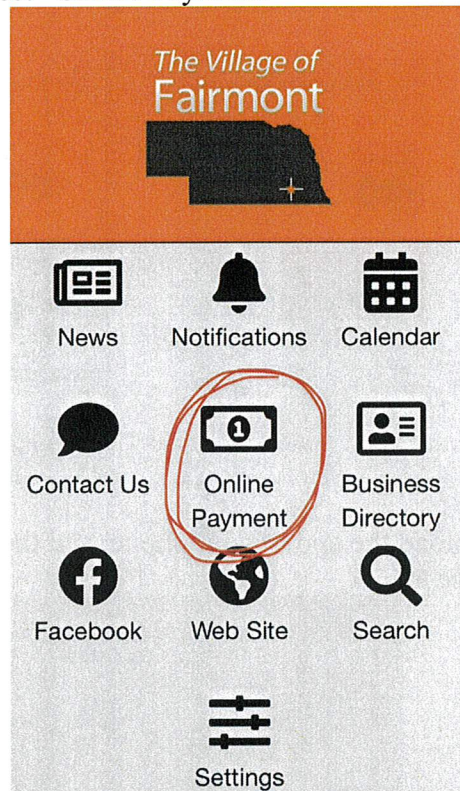
- 2) Select "Get" to download the app to your phone, and then select "Install" when you are prompted to install the app.



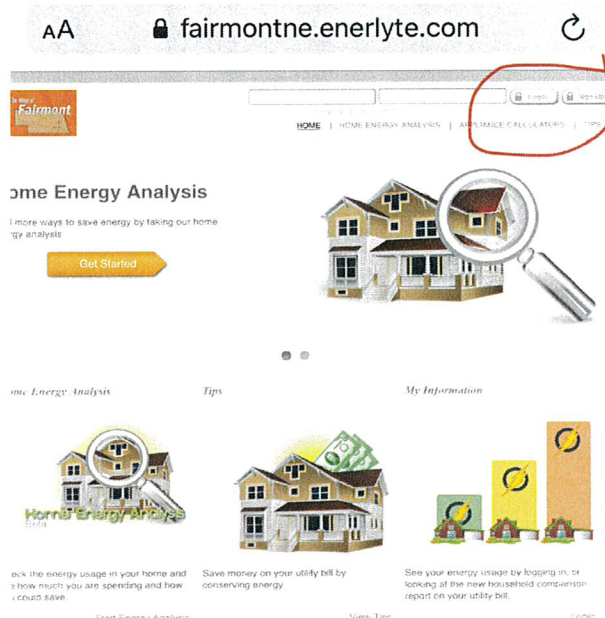
- 3) Now that you have the app installed on your phone, select the app from your home screen.



- 4) Once in the app, you should see a series of icons as pictured below. To locate the website to pay your utility bill, select “Online Payment.”



- 5) Once you have selected “Online Payment”, you should be directed to a website that looks like the one pictured below. If you have been to this website before, please select “log in” and log in to your online account. If you have not ever signed up on this website, please select “Sign Up.”



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- AA fairmontne.enerlyte.com
- FAIRMONT ENERGY SERVICES
- HOME | NEED ENERGY ANALYSIS | APPLIANCE CALCULATORS | FAQs
- Log In
- Email Address:
- Password:
- [Forgot Your Password?](#)
- [Sample Bill](#)
- Sign Up to Pay Online
- Create an account - Please enter all information **exactly** as it appears on your bill
- Select your property type
- First Name
- Last Name (Exactly as it appears on the bill)
- Where is this?
- Customer Number Where is this?
- Service Address Where is this?
- Phone Number
- Login Info
- Email Address - (Future login)
- Confirm Email Address
- Password
- Re-type Password
- TOTAL DUE \$213.86

- Fairmont**

Currently viewing Account: 1303 Name: Courtney Salmon [Lookup another account](#)

[DASHBOARD](#) | [HOME ENERGY ANALYSIS](#) | [APPLIANCE CALCULATORS](#) | [TIPS](#)

Current balance

\$0.00
is due on 07/29/2021
(20 accounts)
Balance Updated: 08-03/2021

Pay Now

Auto Pay is: OFF
Billing preference: Both

[Manage your payment methods](#)

[View payment history](#)

My Information

Full Name: VILLAGE OF FAIRMONT
Service Address: 405 9TH AVE
Customer Number: 1303

[Edit](#)

Personal History

Service: Water Bill Month: Jun-21 [View my bill](#) [Email bill](#)

Month	Amount Due
Jun 2021 - 404	\$404.00
Jun 2020 - 1,000	\$1,000.00
Jun 2019 - 7	\$7.00

Tip: Adjust Bath Water When running a bath, plug the bathtub before turning on the water. Adjust the temperature as the tub fills.

- 8) To pay your bill, select the green “Pay Now” button in the upper left hand corner of the screen, and it should redirect you to a screen that looks like such:

The screenshot shows a payment page for 'Fairmont Sign'. It includes a table with columns 'Due', 'Past Due', and 'Due Date'. The 'Pay' field is set to '\$0.00'. On the right, there are options to 'Choose payment date' (Aug 04, 2021), 'Payment method' (Checking ****4534), and a checkbox for 'Turn auto pay on'. A green 'Pay Now' button is visible.

- 9) Manually type the amount you wish to pay on the left hand side in the “Pay” field, and then go to the right hand side of the screen to choose payment date or choose a payment method. If your payment method is not auto-populated, select the dropdown arrow and choose “Add New Payment Method.”

This screenshot shows the same payment page, but the 'Payment method' dropdown menu is open, showing options: 'Checking ****4534', 'Checking ****4534', and 'Add new payment method'. The 'Pay' field remains at '\$0.00'.

- 10) If you wish to have your bill set up to “auto-pay” every month, check the field saying “Turn auto pay on” – if you do not wish to turn auto pay on, do not check this box. If you do wish to utilize auto pay, select your preferred due date option from the drop-down menu.

The screenshot shows the 'Turn auto pay on' checkbox checked. Below it, a dropdown menu is open, listing options: 'On the due date', '1 day before due date', '2 days before due date', '3 days before due date', '4 days before due date', '5 days before due date', and 'Choose a specific day'. The 'secureMetrics Credit Card SAFE' logo is visible at the bottom right.

- 11) Once your payment preferences are all set, select “Pay Now” and it will process your payment and redirect you to a receipt that you can either print at your home, or email to yourself.

Online Payments (Online only, without downloading the app) –

- 1) If you wish to set up online payments, but do not want or are not able to download the mobile app, please visit website: www.fairmontne.enerlyte.com and follow the above instructions starting at step Five (5).