## INSTRUCTIONS TO SET UP EYE ON WATER ACCOUNT FOR MONITORING YOUR WATER USE

Go to your web browser on your computer and key in: <u>https://www.eyeonwater.com.</u>

(For App on cell phone, get EyeOnWater App.)

It will take you to this screen below:



Click on Create Account.

This will take you to the next screen. This screen has instructions on how to set up your account. When entering your account number, don't enter leading zeros or dash in account number. For example, for account number 009999-000, enter 009999000. Enter Zip code in the next field. Click on Next bar.

1. Enter your account number as it appears on your water bill. Don't have a copy of your water bill? Contact your utility.  SAMPLE WATER BILL			Enter your Account Number Some utilities want you to use your account number or customer number as it appears on your water bill. Others want you to leave				
				CUSTOMER NAME	SERVICE LOCATION	ACCOUNT NUMBER	off leading zeros and non-numeric characters. Other utilities may still be rolling out EveOnWater®, Please contact your water
				JOHN SMITH	123 MAIN STREET	88888888	company directly for assistance.
					DUE DATE	CURRENT CHARGES	
	01/15/2017	\$45.50	Service or Billing ZIP/Postal Code:				
2. Enter your service or billing address ZIP/Postal Code.			Service or Billing ZIP/Postal Code				
3. Enter and confirm your	email address.						
4. Create and confirm your password.			Next				
5 Deed and executive Terms of Line							
5. Read and accept the T	enns of ose.		Already have an account? Sign in here				
<ol><li>Verify your email address in the confirmation email.</li></ol>			Already have an account? Sign in here.				
7. Enjoy using EyeOnWate	er!						

You will see another screen that is the Create Account screen. It will show you the name of the water account you are creating. Click Next if this is correct. This will take you to another screen.

The next screen shows the steps to create an EyeOnWater Account. Fill out all the fields and click Next bar.

A verification email will be sent to the email address you entered. Go to your email and click on click here to verify your email address. Then click on Sign in here below the Next bar.

1. Enter your account nur	mber as it appears on your water bill. Dor	t
have a copy of your wa	ter bill? Contact your utility.	
SAM	PLE WATER BILL	Email Address
CUSTOMER NAME	SERVICE LOCATION ACCOUNT NUMBER	
JOHN SMITH	123 MAIN STREET (88888888)	Confirm Email Address
<ol> <li>2. Enter your service or b</li> <li>3. Enter and confirm your</li> </ol>	illing address ZIP/Postal Code. • email address.	Password
4. Create and confirm you	ur password.	
5. Read and accept the <b>T</b>	erms of Use.	Password Strength
6. Verify your email addre	ess in the confirmation email.	Confirm Password
7. Enjoy using EyeOnWat	er!	
	store	I have read the Terms of Use for this application and agree to the provisions.
		Novt



You should see your account. If you have more than one account, you can add it here.

At a Glance box shows You can look at your water usage by Year, Month, Week, Day, Hour and Minutes. You can print charts, See if you have a possible leak and edit leak alerts. If you click on above circled icon, you can see comparison of this month usage to previous months usage.

## See screen shot below.



In the Your Meter box, it has information about your meter such as when your meter was last read and next update of read.