

Accessing the Online Payment Website

You may access our online payment website at the following URL:

https://www.municipalonlinepayments.com/sanmateoharbordistrictca

Click on the "Login / Register" link to access your account or to register for an account.



If you already have an account, you may access it by entering your registered email address and password.



If you don't have an account yet, register for one by clicking on the "Register" link:





After clicking on the "Register" link, you will be asked to enter your email address and create a password.

Password requirements –

- Must be at least eight characters long
- Must have at least one non-alphanumeric character
- Must have at least one digit ('0'-'9')
- Must have at least one uppercase ('A-Z')



You will receive an activation email at the email address you input once you register your account. Open the email and click on the "Activate Account" button to activate your account.





Linking Billing to Your Account

Now that you have an account, you will need to link the billing (for your berth slip) to the account you just set up. Click on the "Billing" link:



Click on the "Add an account" button to link to your billing (berth slip).

C Home Billing Easy Pay	1.
San Mateo County Harbor District / Billing	
Billing Home	
You do not have any Billing accounts associated with your login.	Online Services Billing Home Manage Accounts Counts
Add an account to access the following features:	Sign up for e-Billing Email Reminder Settings
View account detail	

You will be asked to enter your account number and last payment amount. Your account number is found on your bill (please include all dashes as shown on your bill). Please contact our offices if you need assistance with determining your last payment amount.

Silling	Easy Pay	1.
San Mateo County Harbor Distri	ct / Billing / Accounts / Add account	
Add accoun	t	
Account Number *		Online Services
Last Payment Amount *	Please include all dashes. For example: 01-0101010-101	Billing Home Manage Accounts Sign up for e-Billing
	Add Account Cancel	Email Reminder Settings
		Need Help?
		Contact us



Making a Payment

You will see your slip on the Billing Home page, and you may pay your account by clicking on the "Pay Account" button.

🚱 Home Bi	lling Easy Pay				1.
San Mateo County Harb	oor District / Billing			Account 02-	-000 was successfully added. \times
Accounts Account Number	Address	Last Payment	Balance	Add Account Pay	Online Services • Billing Home
02- Active	999 HARBORMASTER Road	\$0.00	View Bill \$0.00	Pay Account 👻	Manage Accounts Sign up for e-Billing Email Reminder Settings
					Need Help?

There will be three options after you click the "Pay Account" button.

Accounts Add Account					
Account Number	Address	Last Payment	Balance	Pay	
02 -000 Active	999 HARBORMASTER Road	\$0.00	View Bill \$0.00 Pay Sch Enro	Pay Account Now edule Payment oll in Auto Pay	

The "Pay Now" option makes an immediate payment. Please enter your payment amount, click on the "Continue" button and then enter your credit card information on the subsequent screen.

Make a Payment				
Payment cart			Pay	more Account
Account #	Address	Current balance	Amount	Remove
-000	999 HARBORMASTER Road	\$0.00 Due 1/1/0001	\$ <u>10</u>	×
		Subtotal	٠	
		Total	ć.	
			Cancel payment	Continue 🖸



The "Schedule Payment" button allows you to schedule a payment on a future date. Enter your payment amount, payment date and then click continue to access the payment details screen.

Please note, if you schedule a payment after your due date, you may incur penalty fees on your next bill.

San Mateo County Harbor District / Billing / Payment cart Make a Payment			lf you select a p may incur penal	If you select a payment date after your due date, you $$\times$\ may incur penalty fees on your next bill. $	
Payment cart			Pay more Accounts	Online Services	
Account #	Address	Current balance	Amount Remove	Billing Home	
-000 999	999 HARBORMASTER Road	\$0.00 Due 1/1/0001	\$ 100 🗶	Manage Accounts Sign up for e-Billing Forsil Denie des Settienes	
		Payment Date	4/19/2022	Email Reminder Setungs	
		Subtotal	\$100.00		
		Total	\$100.00	Need Help?	
			Cancel payment Continue 📀	Contact us	
				Announcement	
				Office Hours are Monday through	

The last option is to "Enroll in Auto Pay". By enrolling in Auto Pay, your payment will be processed on your bill's due date every month (the 1st of every month).

By enrolling in Auto Pay, you understand that your recommend you pay 5 days before your expected penalty that, if left unpaid, will result in disconnect	Online Services Billing Home		
999 HARBORMASTER Road Acct# 02-000			Manage Accounts Sign up for e-Billing Email Reminder Settings
Payment Date			Need Help?
Your payment will draft on your bill due date.			Contact us
			Announcement
Card number	MM	YYYY	Office Hours are Monday through Friday from 8am to 4pm.
Cardholder name			lf you have questions please conta Pillar Point Harbor <i>at</i> 650-726-438 Oyster Point Marina <i>at</i> 650-952-0
Address			
Billing ZIP code			



Important Notice: Your prior credit card auto pay information **did not** migrate over to our new billing system. You will need to enroll in auto pay via the "Enroll in Auto Pay" link if you want to continue paying your bill with auto pay.

For customers that were on Bank Draft (autopay from your bank account) – we successfully transitioned your information to our new system and bank drafts will continue uninterrupted.