

Welcome to the BULL SHOALS WATER & SEWER DEPT. Online Bill & Payment Portal!

An Easy & Convenient Way to View and Pay Your Bill Online

**GO PAPERLESS!! SIGN UP FOR ONLINE BILLING SERVICES AND HAVE
INSTANT ACCESS TO YOUR ACCOUNT INFORMATION 24/7**

To make a Bull Shoals Water & Sewer Dept. bill payment (even if you have not registered):

- Go to **bullshoals.viewmybill.net** (or call **855-483-5729** with company ID **7261911** and your **account number**.)
- Under the Unregistered Users heading, click where it says **“Click Here to pay your bill.”**
- This will take you to the SOFTtelPay payment system where you will enter your account number, payment amount, and credit card information.

To register so you can view your next bills online:

- Before you begin, make sure you have your current bill in hand because you must enter your name and account information exactly as it appears on the bill. (If any information is incorrect, you must contact your utility office through their preferred method.)
- To begin the registration process, go to **bullshoals.viewmybill.net** and click the “Register” link. *After you submit your registration, you will receive an email where you **must** click the link to activate your account.* At this point, you can login to your account; however, this will *not* allow you to see your bill until the utility company does your next billing.
- **When you register, please be aware that you will still have the option to receive a paper bill, but you must check the box to opt in. If you opt out of receiving a paper bill, you will still be able to print a copy from the website after you login.**
- After the next billing, you will receive an email notifying you that your bill is ready to be viewed. Be sure to add the following two email addresses to your Address Book so the emails do not get blocked: notifications@mail.viewmybill.net and softtelpay@mail.viewmybill.net
- Once you have received your first bill, you can click the link and login with your email address and password to view your bill. If you wish, you can pay your bill from your account screen or from the Bulletin Board screen. You will need the company ID **7261911** and the account number from your bill.

When you sign up for Online Billing Services you will receive a monthly email notification when your bill is ready for viewing. No more bills to file or shred!! Simply register for Online Billing Services and you will have instant access to your account information.