


https://www.invoicecloud.com/portal/(5(rfdy20gd5psinvdgpbnktjd))/2/Site2.aspx?G=421fc6d7-96fe-4993-8b68-850afd582bee

City of Edina

Sign In Register Contact Us

 **The CITY of EDINA**

Already have an account?  
Sign in above.

**Need Help?**  
You may reach us at (952) 626-0373.  
You may email your questions to  
utilbilling@edinsmn.gov.  
[Email Us](#)

## Pay or View Bills

Pay online with One Time Pay,  
no registration required.

Create an account to be able to  
use extended features.

[Pay Now](#) [Register Now](#)


The City of Edina is excited to offer residents an easy and convenient method to view and pay their Water, Sewer, Storm and Recycling use bills online.

To make a payment by phone, please dial 844-476-3107.

**⚡ Fast and Easy.** No registration is required for "One Time Pay", the fastest way to pay online and confirm payment.

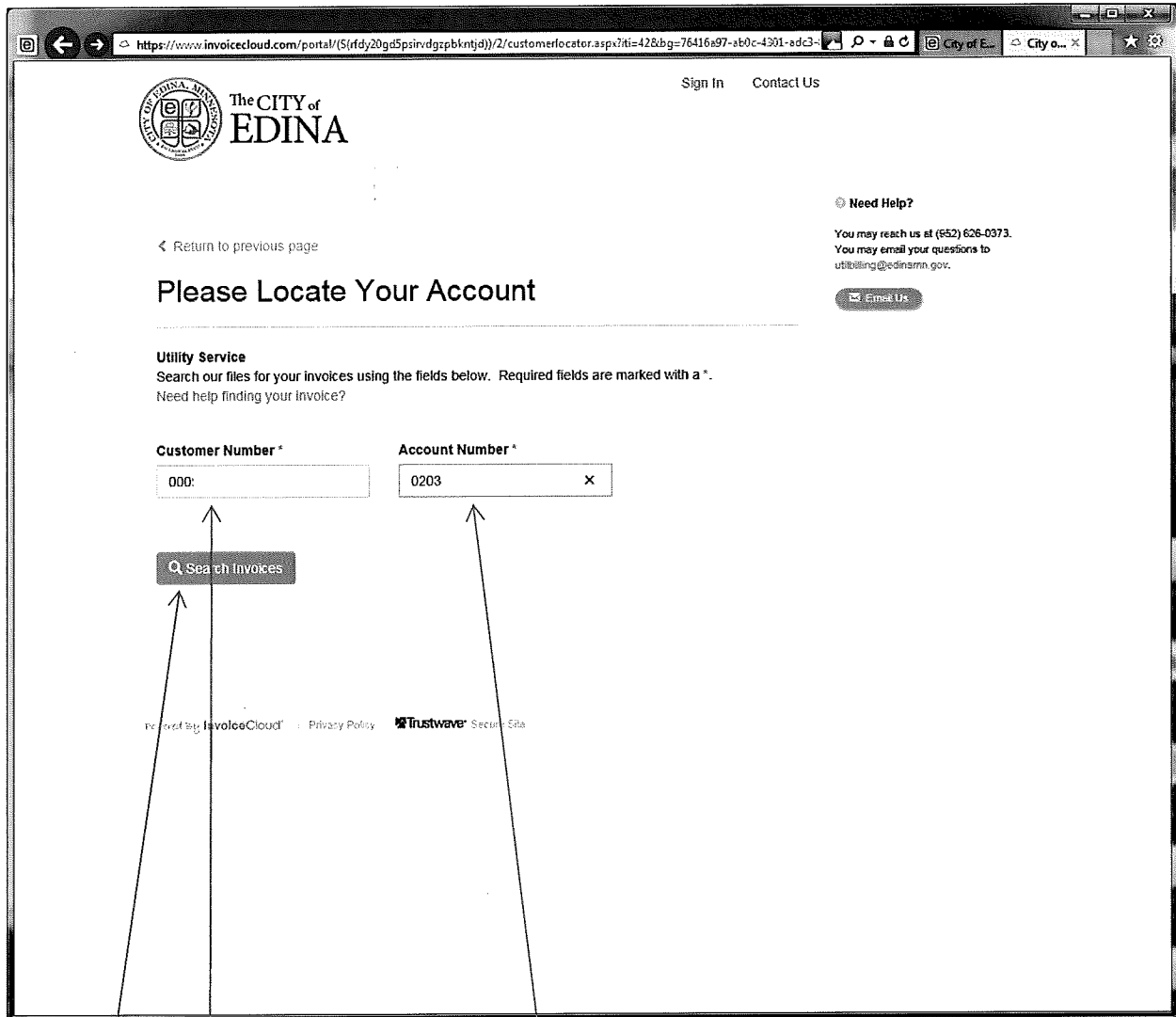
**🔒 Safe and Secure.** Your information is kept confidential, secure, and backed by the highest security standards.

**🌿 Eco-Friendly.** Paying online reduces paper use and is an easy way to help the environment.

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https://www.invoicecloud.com/portal/(5(rfdy20gd5psinvdgpbnktjd))/2/customerlocator.aspx?iti=42&bg=76...

Click "Register Now"



Add your customer number and your account number. When they are both entered click the "Search Invoices" box. Make sure to use the 0's in the front of both numbers.

https://www.invoicecloud.com/portal/(S/rfdy20gd5psirvdgzbkntjdl)/2/customerlocatorresults.aspx?iti=428&bg=76416a97-ab0c-4301

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### Search Results

Please review your results below and select invoices to Pay. Click here if you would like to search again.

Select	Customer Number	Account Number	Owner	Due Date	Bill Total	Balance Due	
<input type="checkbox"/>	000			8/10/2017	\$149.27	\$149.27	<a href="#">View Invoice</a> <a href="#">Related Invoices</a>

[Add selected invoices to your cart](#) | [Register Selected Invoices](#)

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This screen will show your account. Click on the box under "Select".

https://www.invoicecloud.com/portal/(S/rfdy20gd5psin.dg:pbkntjdj)/2/customerlocatorresults.aspx?rni=428&bg=76416a97-ab0c-4301

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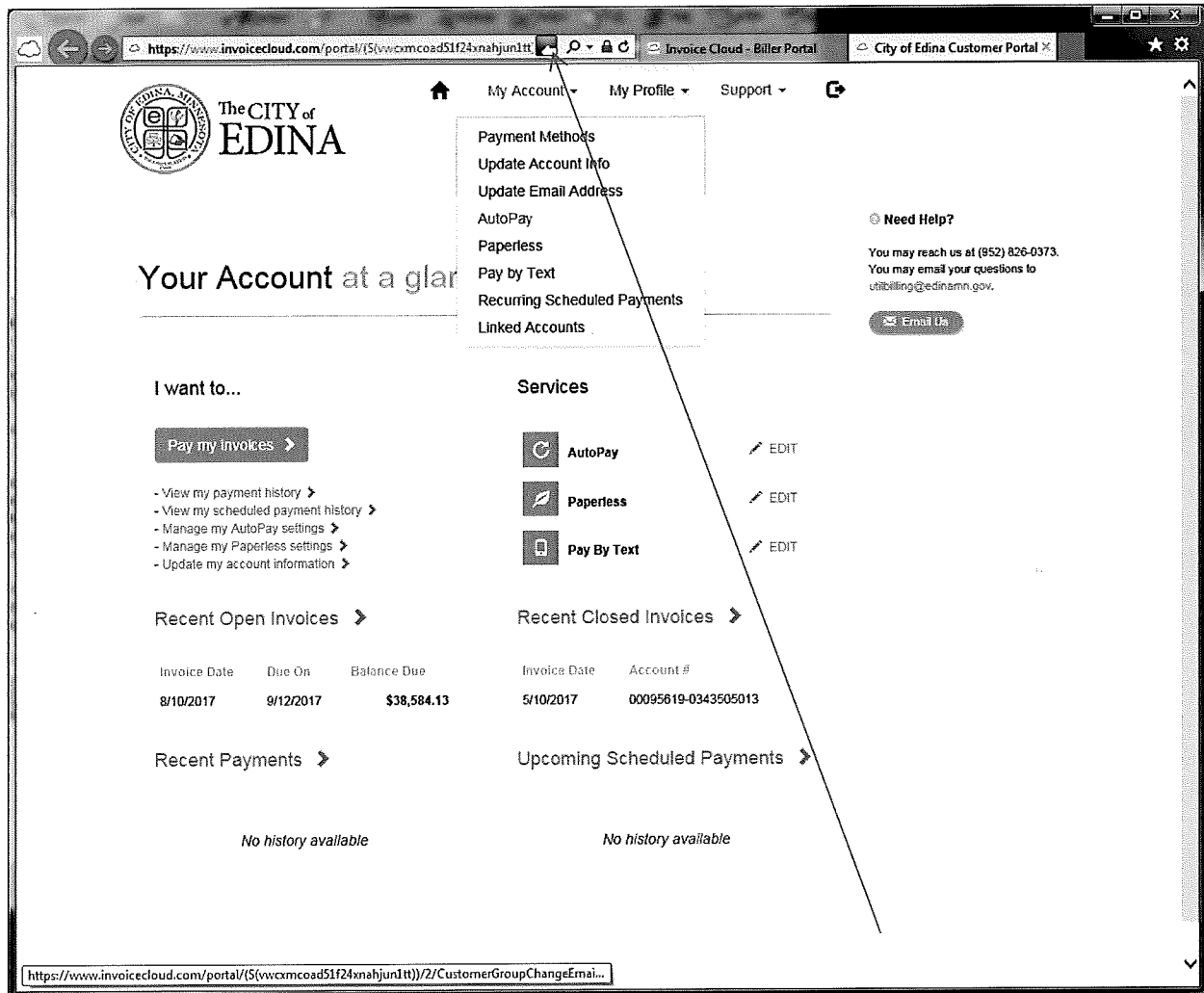
Select	Customer Number	Account Number	Owner	Due Date	Bill Total	Balance Due	
<input checked="" type="checkbox"/>				8/10/2017	\$149.27	\$149.27	<a href="#">View Invoice</a> <a href="#">Related Invoices</a>

+ Add selected invoices to your cart | Register Selected Invoices

InvoiceCloud Privacy Policy Trustwave Secure Site

The box has been selected. Now click on the "Register Selected Invoices" and you will be directed to a screen to enter your email address and a password to get into your account in the future. You can click on the "View Invoice" and see a copy of your bill.

# Instructions to set up recurring payments:



To register a bank account or credit card for recurring payments go to "Autopay" and add your information. If using a credit card, you will receive an email asking you to agree with the terms and conditions. This must be completed before your credit card will be activated on your account.

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My Account My Profile Support

**AutoPay**

**Manage**

Save trees, checks, stamps, and time. Sign up for AutoPay and pay invoices automatically on their AutoPay collection date. AutoPay will send you an email confirmation of your transaction as each invoice is paid, automatically.

Please add a new Payment Method before signing up for AutoPay by clicking here.

**i**  
You are not set up on AutoPay.

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[Email Us](#)

This is the auto pay screen. Click here.

The screenshot shows the 'My Account' dropdown menu with the following options: Payment Methods, Update Account Info, Update Email Address, AutoPay, Paperless, Pay by Text, Recurring Scheduled Payments, and Linked Accounts. The 'Recurring Scheduled Payments' option is highlighted with a dashed box. An arrow points from this option to the 'Upcoming Scheduled Payments' section at the bottom of the page.

**My Account**

- Payment Methods
- Update Account Info
- Update Email Address
- AutoPay
- Paperless
- Pay by Text
- Recurring Scheduled Payments
- Linked Accounts

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 Email Us

**Your Account at a glance**

**I want to...**

Pay my invoices >

- View my payment history >
- View my scheduled payment history >
- Manage my AutoPay settings >
- Manage my Paperless settings >
- Update my account information >

**Recent Open Invoices >**

Invoice Date	Due On	Balance Due
8/10/2017	9/12/2017	\$38,584.13

**Recent Payments >**

No history available

**Services**

- AutoPay EDIT
- Paperless EDIT
- Pay By Text EDIT

**Recent Closed Invoices >**

Invoice Date	Account #
5/10/2017	00095619-0343505013

**Upcoming Scheduled Payments >**

No history available

[https://www.invoicecloud.com/portal/\(S{vwcxmcoad51f24xnahjun1tt}\)/2/CustomerGroupChangeEmail...](https://www.invoicecloud.com/portal/(S{vwcxmcoad51f24xnahjun1tt})/2/CustomerGroupChangeEmail...)


After setting up your payment method go to "Recurring Scheduled Payments".

Click on the “New Recurring Scheduled Payment” line in blue. This will take you to the screen where you set up the date you would like your payment withdrawn from your bank account or credit card.

The screenshot shows a web browser window with the URL [https://www.invoicecloud.com/portal/\(\\$vwcomcod51f24xnahjun1tt](https://www.invoicecloud.com/portal/($vwcomcod51f24xnahjun1tt). The page header includes the City of Edina logo and navigation links: My Account, My Profile, and Support. The main heading is "Recurring Scheduled Payments". Under the "Manage" section, there is a blue link: "+ New Recurring Scheduled Payment". A blue arrow points to this link. To the right, there is a "Need Help?" section with contact information: (852) 826-0373 and [utilitybilling@edina.mn.gov](mailto:utilitybilling@edina.mn.gov), along with an "Email Us" button. Below the main heading, there is a message: "Our Recurring Scheduled Payments feature allows you to schedule a monthly payment once and then forget about it. Click to learn more about this feature." At the bottom of the main content area, there is an information icon and the text: "You do not have any saved Recurring Scheduled Payments. You may create a new Recurring Scheduled Payment by clicking here." The footer contains logos for InvoiceCloud, Privacy Policy, and Trustwave Secure Site.



https://www.invoicecloud.com/portal/15(wvcmcoad51f24xnahjun1tt) Invoice Cloud - Biller Portal City of Edina Customer Portal

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## New Recurring Scheduled Payment

Please select the type of Recurring Scheduled Payment you want to create and fill out all fields. Click to learn more.

**Invoice Type \***  
Water, Sewer, Storm, Recycling

**How much do you wish to pay? \***  
\$ \$0.00

**Use this payment method: \***


**Active \***

Standard service fees may be applied if applicable.

**I want to \***

Pay a fixed payment amount on selected day  
Pay a fixed payment amount on invoice due date  
Pay in full on selected day  
Pay in full on invoice due date

1

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Complete this screen to set up the date you want your auto payments to be withdrawn.