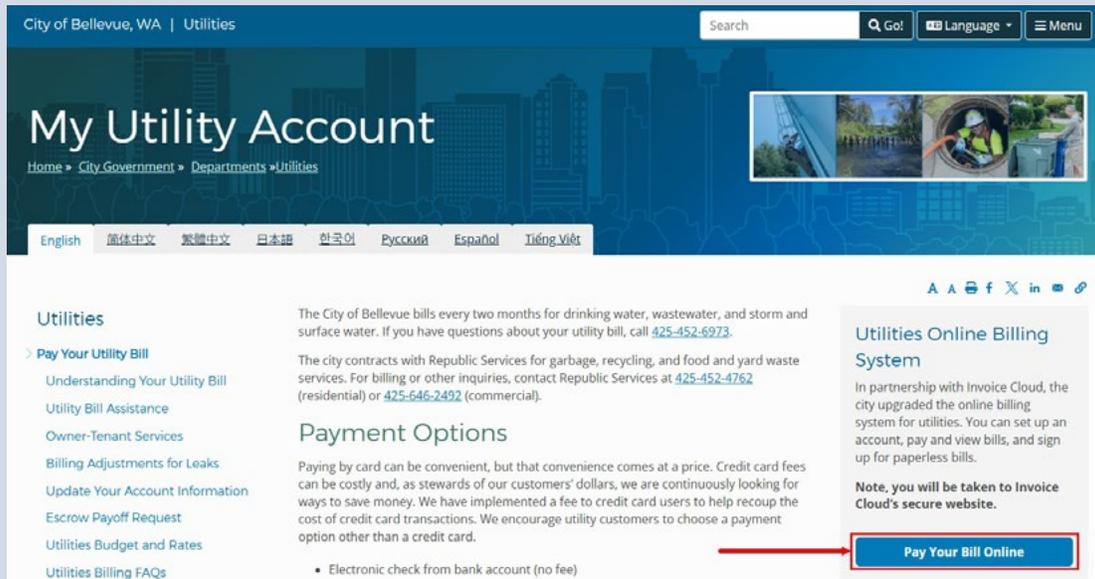


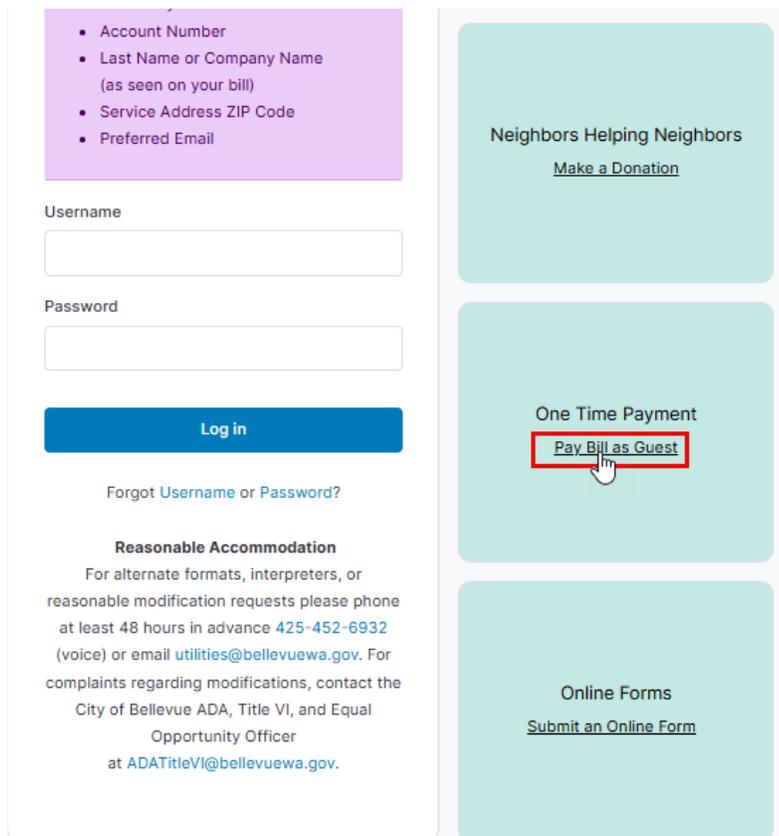
How to Make a One-Time Payment as a Guest

If you don't want to register or login to your online profile, you can make a one-time payment as a guest!

1 From the My Utility Account page, click the "Pay Your Bill Online" button.



2 You will be directed to the Customer Portal Log In page. Click the "Pay Bill as Guest" hyperlink.



- 3 You will be directed to the Locate Your Account page. Complete all required fields (marked by an asterisk), then click the "Search Invoices" button.

[Return to previous page](#)

Locate Your Account

Utility Payment
Search our files for your invoices using the fields below. Required fields are marked with a *.

[Need help finding your invoice?](#)

Account Number * 1234567	Last Name OR Company Name * Customer	Service Address Zip Code * 98005
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- 4 You will be directed to the Search Results page. Select the desired invoices, then click the "+Add Selected Bills to Your Cart" button.

[Return to previous page](#)

Search Results

Select invoice(s) below to make a one-time payment by adding to your cart. Need to find another invoice? Click [here](#) if you would like to search again.

Show Showing 1 to 5 of 10 entries **2 of 10 selected**

« < 1 2 > »

<input type="checkbox"/>	Bill #	Account #	Owner Name	Due Date	Past Due Amount	Balance Due	
<input checked="" type="checkbox"/>	UB133153-01212025	1234567	John Customer	2/20/2025	\$0.00	\$98.23	View Invoice Related Invoices Remind Me
<input checked="" type="checkbox"/>	UB93442-11192024	1111111	John Customer	12/19/2024	\$0.00	\$52.87	View Invoice Related Invoices Remind Me
<input type="checkbox"/>	UB54041-00470004	2222222	John	10/17/2024	\$0.00	\$0.00	View Invoice

- 5 You will be directed to the Please review your selection page. Click the "Proceed to Payment" button.

Please review your selection

Please confirm your selections below. Click on Proceed to Payment when you are ready to pay.

A convenience fee of 2.95% will be applied to all payments when you use a bank card to pay your bill. A NO FEE option via e-check is available. Set up your payment preferences in your online account or by contacting customer service.

Type - Utility

Type	Account #	Invoice #	Due Date	Balance Due	Options
Utility	1234567	UB133153-01212025	2/20/2025	\$98.23	View Invoice Remove
Utility	1111111	UB93442-11192024	12/19/2024	\$52.87	View Invoice Remove

Subtotal (2 Items) \$151.10
Not including any applicable service fees

[Proceed to Payment >](#)

- 6 You will be directed to the Payment Options page. Select the desired payment method and payment amount, then click the "Continue to Payment Information" button.

Payment Options Payment Information Review Payment

How would you like to pay?

If your water service was disconnected, please pay your bill here and call (425) 452-6973 to have your water service reconnected.

1

VISA DISCOVER G Pay Apple Pay eCHECK

How much would you like to pay?

2 Pay Total Amount Due \$151.10

Pay Other

3 [Continue to Payment Information >](#)

Payment Summary	
Invoice #	Amount
UB133153-01212025 View Invoice	\$98.23
UB93442-11192024 View Invoice	\$52.87
Subtotal	\$151.10
Service Fee*	+ \$0.00
Total	\$151.10

[*Fees Disclosure](#)

- 7 You will be asked if you'd like to make a donation.
If not, click the "Continue to Payment Information" button.

Payment Options Payment Information Review Payment

Would you like to make a donation today?

 Donate \$5.00
 Donate \$10.00
 Donate Other Amount

[Tell me more](#)

[Continue to Payment Information >](#) | [Go back to Payment Options](#)

Payment Summary	
Invoice #	Amount
UB133153-01212025 ✉	\$98.23
UB93442-11192024 ✉	\$58.87
<hr/>	
Subtotal	\$615.01
Service Fee*	+ \$0.00
<hr/>	
Total	\$151.10
*Fees Disclosure	

- 8 You will be directed to the Payment Information page. Complete all required fields (marked by an asterisk), then click the "Continue to Review Payment" button.

Payment Options **Payment Information** Review Payment

Please enter your bank information

Please fill out all fields below and click Continue to Review Payment to save your information.
[Need help filling out this information?](#)

Asterisks (*) indicate required fields.
If your water service was disconnected, please pay your bill here and call (425) 452-6973 to have your water service reconnected.

Bank Account Holder's Name *

Account Type *

Routing # *

Bank Account # * **Re-enter Bank Account # ***

Check Number (Optional)

Billing Address *

Country *

City * **State *** **Zip ***

Email *

[Continue to Review Payment >](#) | [Go back to Payment Options](#)

9

You will be directed to the Review Payment page. You must agree to the Invoice Cloud Terms and Conditions, then click the "Process Payment>" button.

Payment Options Payment Information Review Payment

Review your information

If your water service was disconnected, please pay your bill here and call (425) 452-6973 to have your water service reconnected.

Your Bank [Edit](#)
 JOHN CUSTOMER
 056008849 / XXXXXXXXXXX1234
 Personal Checking

Billing Address
 1234 Main Street
 BELLEVUE, WA
 98005
 ladessa.heimbouch@vertexone.net

Payment Summary

Invoice #	Amount
UB133153-01212025	\$98.23
UB93442-11192024	\$58.87
Donation(s)	
Donate To Neighbors Helping Neighbors	\$5.00
<hr/>	
Subtotal	\$620.01
Service Fee*	+ \$0.00
Total	\$151.10

I agree to the [Invoice Cloud Terms and Conditions](#).

Process Payment \$151.10 >

By pressing the button above, I agree and understand that this authorization

10

You will be directed to a confirmation page where you can print a receipt of your payment by clicking the "Print Receipt" button.



Payment is being processed

If you provided an email address, a receipt will be emailed to you. Please allow 1-3 business days for the payment to post to your bank account, pending your bank's approval.

If your water service was disconnected, please pay your bill here and call (425) 452-6973 to have your water service reconnected.

Total Payment Amount	\$151.10
Payment Message	PAYMENT PROCESSED 317632
Payment Method	Bank XXXXXXXXXXX1234

Print Receipt | [Go to Homepage >](#)



For alternate formats, interpreters, or reasonable modification requests please phone at least 48 hours in advance 425-452-6932(voice) or email utilities@bellevuewa.gov. For complaints regarding modifications, contact the City of Bellevue ADA, Title VI, and Equal Opportunity Officer at ADATitleVI@bellevuewa.gov.

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