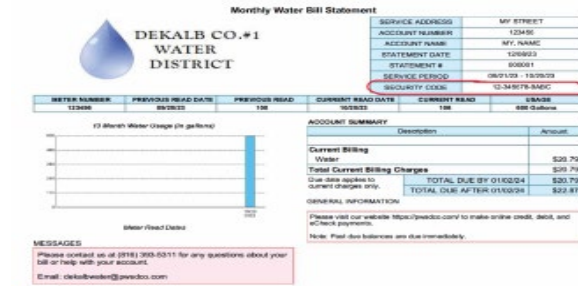


# HOW TO CREATE AN ONLINE ACCOUNT

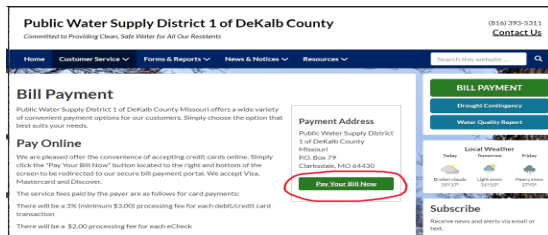
**Step 1: You will need a Security Code. You can find your Security Code on the top right-hand side of your utility bill as shown below.**



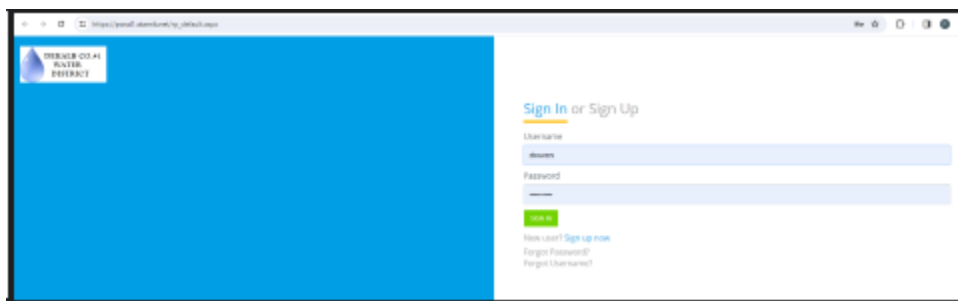
**Step 2: Go onto our website -- <https://pwsdco.myruralwater.com/> Click on BILL PAYMENT.**



**Step 3: Click on PAY YOUR BILL NOW.**



**Step 4: Once on the Resident Portal page ([https://pwsd1.starnik.net/rp\\_default.aspx](https://pwsd1.starnik.net/rp_default.aspx)), Click “Sign Up” or “Sign Up Now” to fill out your information.**



**Step 5: Locate your “Security Code” from step one. Input your code and your email.**

**Step 6: Once “Security Code”, “Email Address”, and “Confirm Email Address” are input, click the “Send Verification” button. A verification email will be sent to your email address.**

**Step 7: Click on the link that appears in your email and you’ll be directed right back to our page where you can log in and set up a password.**

**Step 8: LOGIN and you have made an online account successfully.**