



Instructions to Sign-in to Utility Access

From the Lynnwoodwa.gov/ub, click on **Pay Your Bill**:

Utility Billing

WATER / SEWER UTILITY BILL PAYMENTS

Online By Phone In Person By Mail

Pay your Utility Bill online through Lynnwood Self Service.

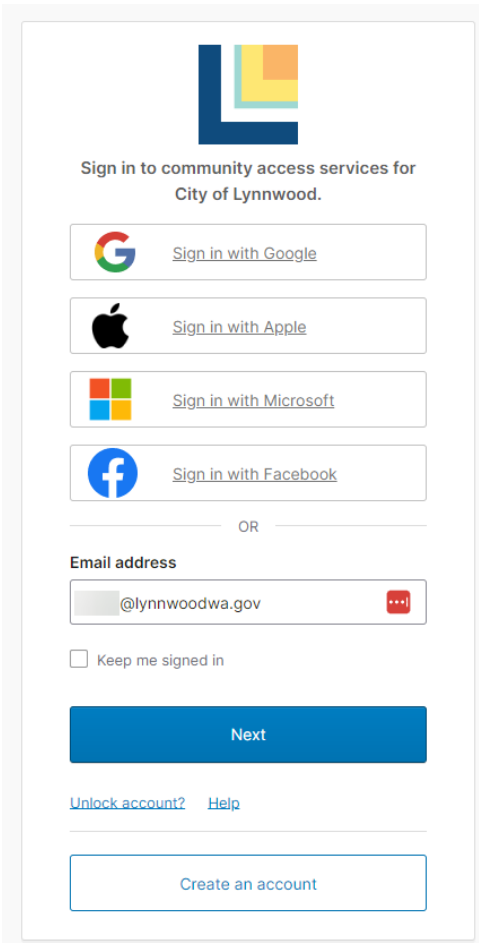
[Pay Your Bill](#)

You will be sent to the new Utility Access landing page. Here you have the option to quick pay or Sign-in or Sign-up:

Quick Pay:
If you know your account number, no log-in is needed and you can pay with your credit card or by eCheck.

Sign-in or Sign-up:
To manage your Utility account, Sign-in or Sign-up. This is where you can enroll into Autopay.

A Sign-in or Sign-up Page will appear.

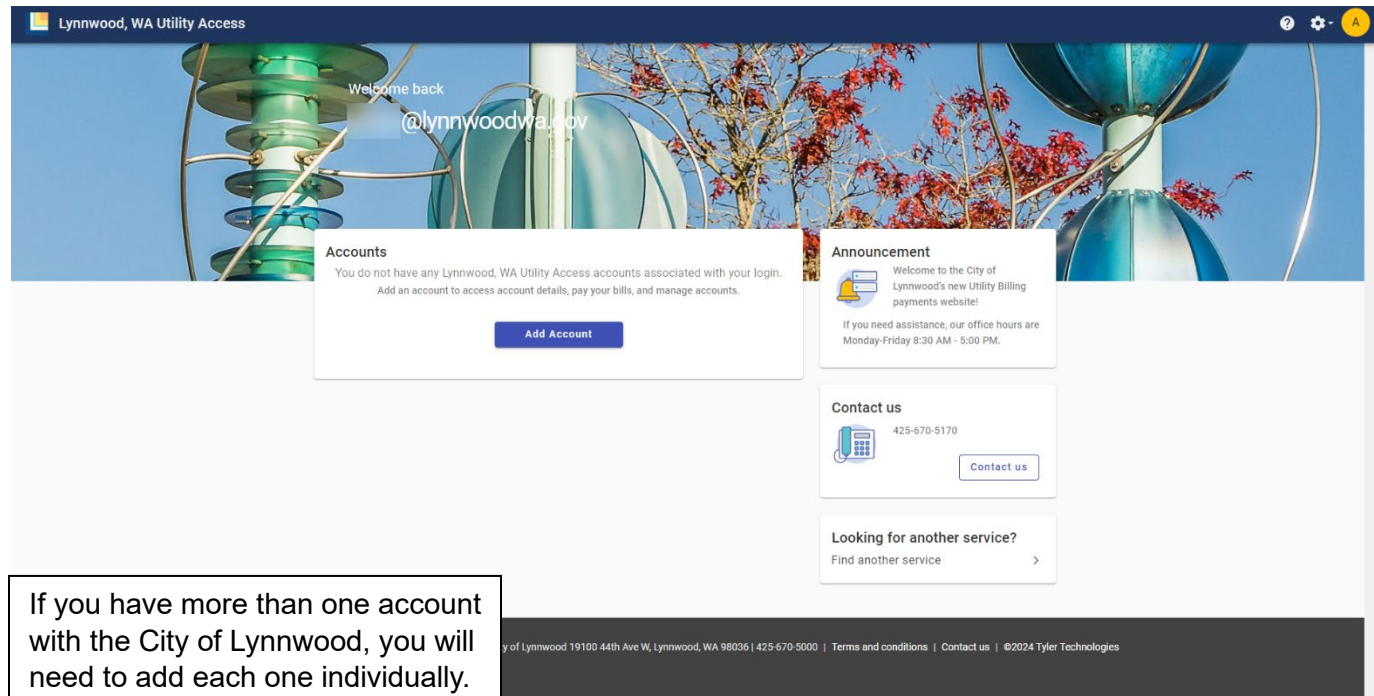


The image shows a sign-in page for the City of Lynnwood. At the top is a logo consisting of a blue 'L' shape with yellow and orange squares. Below the logo, the text reads "Sign in to community access services for City of Lynnwood." There are four social login buttons: "Sign in with Google", "Sign in with Apple", "Sign in with Microsoft", and "Sign in with Facebook". Below these is an "OR" separator. An "Email address" field contains "@lynnwoodwa.gov" with a red eye icon to toggle visibility. A checkbox labeled "Keep me signed in" is present. A blue "Next" button is at the bottom of the main form. Below it are links for "Unlock account?" and "Help". At the very bottom is a "Create an account" button.

If you have an existing log-in with the City of Lynnwood's Community Access, it will be the same log-in and password as before.

Click Create an Account if this is your first time logging in and follow the prompts.

Once you are logged in, you will need to link your Utility Account, by clicking on Add Account in the screen below.



The image shows the Lynnwood, WA Utility Access dashboard. The header includes the title "Lynnwood, WA Utility Access" and navigation icons. The main content area features a "Welcome back" message with the email "@lynnwoodwa.gov". Below this is an "Accounts" section stating "You do not have any Lynnwood, WA Utility Access accounts associated with your login. Add an account to access account details, pay your bills, and manage accounts." with an "Add Account" button. To the right is an "Announcement" box with a bell icon, welcoming users to the new utility billing payments website and providing office hours: "Monday-Friday 8:30 AM - 5:00 PM." Below the announcement is a "Contact us" section with a phone icon, the number "425-670-5170", and a "Contact us" button. At the bottom right is a "Looking for another service?" section with a "Find another service" link and a right arrow. The footer contains the address "City of Lynnwood 19100 44th Ave W, Lynnwood, WA 98036 | 425-670-5000 | Terms and conditions | Contact us | ©2024 Tyler Technologies".

If you have more than one account with the City of Lynnwood, you will need to add each one individually.

After logging in and adding your account(s), you will be able to pay your bills, enroll in auto pay, and review other account information.

The screenshot shows the Lynnwood, WA Utility Access website dashboard. The header includes the logo and navigation icons. A sidebar on the left lists menu items: Home, Manage accounts, Account detail, Transactions, Consumption, and Contact preferences. The main content area features a welcome message with the user's email (@lynnwoodwa.gov) and credit balance (\$10.01). Key actions include 'Pay Now', 'Pay bills', 'Enroll in auto pay', and 'Schedule payment'. It also displays 'Last Payment' and 'Current bill' details, an 'Announcement' about the new billing website, 'Contact us' information (425-670-5170), and a 'Looking for another service?' link. A bar chart shows water consumption from Sep 2023 to Aug 2024.

Month	Consumption (CCF)
Sep	115
Oct	0
Nov	10
Dec	0
Jan	0
Feb	0
Mar	0
Apr	0
May	0
Jun	2
Jul	0
Aug	18

Important Notice:

If you are currently enrolled in Auto Pay from the prior site, you will need to **Re-Enroll** on this new payment website before November 15, 2024, to replace your old Auto Pay enrollment.