


# HOW TO SETUP SMART METER LEAK ALERTS

Register to setup an online account. If you already have an account, simply login.



Municipal Online Services

## Register

**Email** required

**Password** required

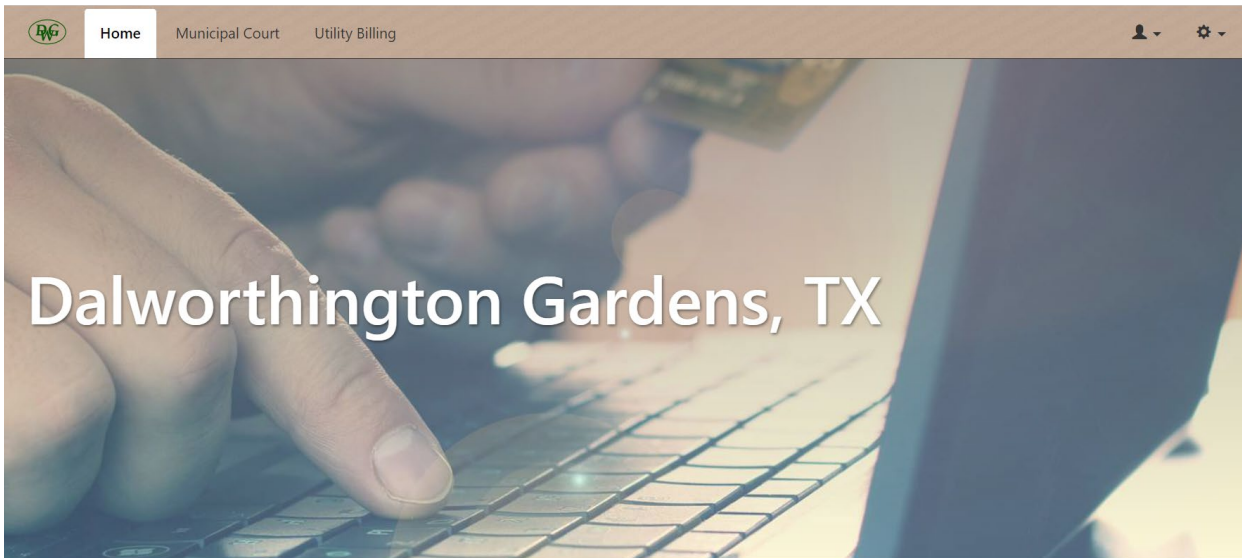
**Name**

**Phone number**

Already have an account? [Login](#)

After you Register, LOGIN

Click on the Utility Billing link below “The following services are available:”



Welcome to our online payments website!

The following services are available:

- Municipal Court
- Utility Billing

**Available services**

- Municipal Court
- Utility Billing

This will prompt you to “Add an account”

You will need your water utility account number and the last payment made on the account.

You do not have any Utility Billing accounts associated with your login.

[Add an account](#)

Add an account to access the following features:

- View account detail
  - Transaction history
  - Address info
  - Account info
  - Consumption history
- Pay your bill
  - Pay multiple bills in one payment
  - Save credit card for future payments
- Sign up for e-Billing
- Manage multiple accounts
- Submit service requests

Enter Account Number with the correct format and the Last Payment Amount, Click Add Account

Dalworthington Gardens, TX / Utility Billing / Accounts / Add account

# Add account

Account Number \*

Please include all dashes. For example: 01-010101-01

Last Payment Amount \*

Add Account

Cancel



Your account information should display as shown below.

Click on the account number link to open up the Account detail screen

Dalworthington Gardens, TX / Utility Billing

Account 01-000320-00 was successfully added. 

## Utility Billing Home

Accounts

Add Account

Account Number	Address	Last Payment	Balance	Pay
<a href="#">01-000320-00</a> Active	3015 CALIFORNIA LN FOUNT	(\$30.00) 2/5/2021	View Bill <b>\$0.00</b> Due 3/10/2021	<a href="#">Pay Account</a> ▾



Online Services

- [Utility Billing Home](#)
- [Manage Accounts](#)
- [Sign up for e-Billing](#)
- [Sign up for reminders](#)
- [Email Reminder Settings](#)

Click on the Consumption History tab.

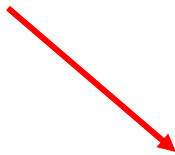
[Dalworthington Gardens, TX](#) / [Utility Billing](#) / [Accounts](#) / [Account detail](#)

# Account detail

**CITY OF DWG**  
01-000320-00  
3015 CALIFORNIA LN FOUNT  
This account is active.

Balance: \$0.00

[Payment ▾](#)



- Account Detail
- Transaction History
- Address Info
- Account Info
- Consumption History



## Balance Summary

<b>Prior Account Balance</b>	\$0.00
<b>Current Bill (Due 3/10/2021)</b>	\$30.00
<b>Transactions Since Current Bill</b>	\$0.00
<b>Pending Payments</b>	(\$30.00)
<b>Account Balance</b>	\$0.00

## Recent Bills

Date	View Bill(PDF)
2/22/2021	<a href="#">View Bill</a>

Click on the "Manage Alerts" button

Home Municipal Court **Utility Billing**  

Dalworthington Gardens, TX / Utility Billing / Accounts / Consumption

# Consumption

CITY OF DWG Balance: \$0.00  
01-000320-00 [Payment](#)  
3015 CALIFORNIA LN FOUNT  
This account is active.

[Account Detail](#) [Transaction History](#) [Address Info](#) [Account Info](#) [Consumption History](#)

[Daily Usage](#) Daily Usage [Manage Alerts](#)

[Monthly Usage](#)

---

## Manage Alerts


Off **Email**

Off **Text** Note: Standard message and data rates may apply.

Off **Voice**

Off **Leak Alerts**  
Receive alert if consumption indicates abnormal usage or potential leak.

Off **Consumption Threshold Alerts**  
Please notify me if my **daily** usage exceeds

Off **Water (Gals.)**    
Average daily use = 30.64 Gals.

[Sign Up](#) [Cancel](#)

The Manage Alerts page allows the user to choose the communication method (email, text, and/or voice message) as well as the types of alerts he/she would like to receive.

- **Leak Alerts** – Toggle the switch to On to receive an alert if water consumption indicates abnormal usage or a potential leak.
- **Consumption Threshold Alerts** – Toggle the switch to On to receive an alert if consumption exceeds a user-defined amount.

After communication preferences and alerts are set, click the **Sign Up** button at the bottom of the page.