

## Here's how to pay your irrigation water invoice.

For assistance, please call the irrigation field office at (209) 526-7639, Monday - Friday 7AM to 4PM.

## Step 1 - Sign into the Irrigation Services Portal.

Open the MID TrueCIP irrigation services portal link.

**If you have a balance due**, a Pay Your Bill button will be visible on the initial summary page for each Customer ID. You can also navigate to the Bill History page to check your balance(s) and pay your irrigation water invoices.

Click on the Pay Your Bill button to pay invoices due for a Customer ID.

or

An MID TrueCIP account is required to make payments with TrueCIP. <u>You can create a new</u> <u>account here</u>.

MID uses Invoice Cloud to process payments. You may review <u>Invoice Cloud's terms and</u> conditions here.

Step 2 - Review and select the invoices to be paid.

A list of up to 5 invoices at a time will be displayed for a Customer ID. Use the **Next** and **Previous** links to view additional invoices to view and select the invoices you want to pay.

## Pay all invoice(s) in full:

## Pay only select invoices:

To pay all invoice(s) in full for a selected Customer ID, click the **Proceed to Payment** button at the bottom of the list. To pay only specific invoices, click the Remove option next to each invoice that you do not wish to pay currently.

Confirm the invoice(s) selected and subtotal you will be paying.

Click the Proceed to Payment button when you are ready to pay.

Step 3 - Select payment options.

Confirm the grand total. Select to Pay in Full or select Pay Other and choose how much to pay for each invoice.

At this time, MID can only accept payments for water invoices by electronic funds transfer (EFT).

Click the Continue to Payment Information to add your payment source.

Step 4 - Add your payment source.

Enter your banking information into the banking information form, including routing and account number.

Click the Continue to Review Payment to save your payment source.

Step 5 - Review and submit your payment.

Review your bank banking information, and the grand total to be paid.

Select the check box stating that you agree to the Invoice Cloud Terms and Conditions.

Click the Process Payment (total to pay) when you are ready to process your payment. Your payment will be posted to your MID Irrigation account the next business day.