Website & Log In Information https://selfservice.jcua-ms.us Click Citizen Self Service

styler.	🐝 Munis Self Service	→) Log In
	JCUA Self Service	
Home	Welcome to Jackson County Utility Authority Customer Self Service	
Citizen Self Service		
Employment Opportunities		
Vendor Self Service		

# New Users: Click Register

	Login	
Home	Usemame	
Citizen Self Service Employment Opportunities	Forgot your username? Password	
Vendor Self Service	Fergot your password?	

### Fill out Information Below

styler	Munis Self Service	My Cart (0 items) Log J
	Self-Registration	
Home Citizen Self Service	• User 1D	

#### Click 'Link to Account' to load your account information

4.

😒 tyler		🐝 Munis Self Service	
	Account Settings		
Citizen Self Service	Account Information		
	Now logged in as	ACCOUNTING	
	Last successful login	4/22/2020	
	Last falled login	4/22/2020	
	Password last changed	4/22/2020	
	Password expires in	182 days   Change Possword	
	E-Mail address	accountspayable@jcua-ms.os   Change E-Mail Address	
	Linked Accounts		
	Utility Billing Accounts		link to account
	Account	Customer	
	There are currently no linked accounts		
	Go To Module Homepage		

# Enter Account # (5 Digits) Enter Customer ID # (6 Digits)

🔆 tyler	🐝 Munis Self Service	
Citizen Self Service	Utility Billing Account Link Setup	
General Billing	Click on the Account hyperlink and fill in the required fields to complete the process.	
Utility Billing	What is the account ID? *	2
Contact Us	What is the Customer ID?  Submit: Cancel	2
	* Indicates required field	

5.

6.

# Click on the account number to access account details.

🤝 tyler		Munis Self Service	ACCOUNTIN
	Account Settings		
Citizen Self Service	Account Information		
	Now logged in as	ACCOUNTING	
	Last successful login	4/22/2020	
	Last failed login	472272020	
	Password last changed	4/22/2020	
	Password expires in	182 days [Change Password	
	E-Mall address	accountspayable@Joue-ms.us   Change E-Mail Address	
	Linked Accounts		
	Utility Billing Accounts		link to account
	Account	Customer	
	41337	101322	remove
	Go To Module Homepage		

# Note the Amount Due Payment Options: 1. Pay Now 2. Sign Up for Automatic Payments

🐝 tyler		☐	Munis Self Service	My Cart (0 items) - BHUN
Citizen Self Service General Billing	Utility Billing Account Summary Link to Account   Sign up	y ZeFT Automatic Payments   Manage Bi	te -	
Utility Billing	Service Address	804 Plum St.		
Manage Bills	Account Number	41031		
Account Summary	Your Current Balance			
Automatic EFT Payments	Amount Due Now	\$47.05	Pay No	w
Contact Us	Payment Due Date	4/10/2020		
	About Your Paymonts			
	Bill	Last Posted	Sum of Payments	
	62/0812	212112000	\$47.05	detxills
	59468	3/24/2020	\$94.10	details
	563275	2/19/2020	\$47.05	details
	54319	1/13/2020	\$47.05	details
	51767	12/11/2019	\$14.80	details
				Showing the 5 most recent payments only

# Select Add to Cart

🤝 tyler				🦘 Muni	s Self Service		Му	Cart (0 items) BHUNT83
Citizen Self Service	Utili Mana Service	ty Billing ge Bills	804 Plum St.				Sign up for EFT Automatic Payments	s   Account Summary
General Billing	Account	Number	41031					
Utility Billing	As of		04/15/2020					
Manage Bills								
Account Summary	Outstan	ding Bills (billye	ars 2018 to 2022 only)					Show Past Bills #
Automatic EFT Payments		8111	Bill Date	Рау Ву	Charges	Pending	Balance Due	
Contact Lik		62087	4/1/2020	4/9/2020	\$47.05	\$0.00	\$47.05	Bill Details
Contact Of							Total Due: \$47.05	
								Add to Cart
							solved talks are a would like to now more the	Add to Cart

7.

Note the Amount in your Cart and the option to Checkout

				i Munis	Self Service				My Cart (1 item) BHUNT
litizen Self Service Seneral Billing	Utilit Manag Office To	y Billing ge Bills lities 62087 was a proceed with pay	added to your shopping ment, click "My Cart" th	cart. en click "Checkout", 🚳				Review Cart	S4205 Thist 542.65 Checkout
Julity Billing	Service	Address	804 Plum St.						
Manage Bills	Account	Number	41031						
indiage bins	As of		04/15/2020						
Account Summary									
Automatic EFT Payments	Outstane	ding Bills (bill yes	ns 2018 to 2022 only)						Show Past Bills
Contact Us		Bill	Bill Date	Pay By	Charges	Pending	Bala	nce Due	
		62087	4/1/2020	4/9/2020	\$47.05	\$0.00		\$47.05	Bill Details
							Total Due:	\$47.05	

Fill in information from Utility Bill

🐆 tyler			BHUNTAS
	Please enter your billing informa	tion exactly as it appears on your credit card or bank statement.	
Citizen Self Service General Billing Utility Billing	First name * Last name * Addross line 1 * Addross line 2 City * Cata * Invale for addression Zig cade * Contact phone number * State * for your #-model confirmation	I S04 PLUM ST: Continue Cancel	

# **Review your Cart and Click Continue**

Citizen Self Service	Pay Bills	fee of \$1.41 is bein	g added to your (	payment.				
General Billing	Bill Description	Bill Year	Bill Date	Bill Number	Due Date	Balance	Due Now Payment Amount	
Jtility Billing	Utilities	2020	4/1/2020	62087	4/10/2020	\$47.05	\$47.05 \$ 47.0S	
				Г			CALCULATE SUBIDIAL . \$ 48.48	
							Continue Cancel	

Enter Credit Card Information Below	Note: There will be two (2) charges on your Credit Card, JCUA Utility Payment and Credit Card Service Charge.
Payment Processing: enter	values as prompted below
Total Amount (S) - 5	48.46
Utilinies - General Bill:	92097
Card Information	
Card Number*	
Tospery Date *	~ ~
CVV: 💌	
Customer Information	
Costomer Title	
Forst Parents *	
Middle Name:	
Lust Name.*	
Company Yearne:	
Address Onc:	
Address Ture	

12.

10.