

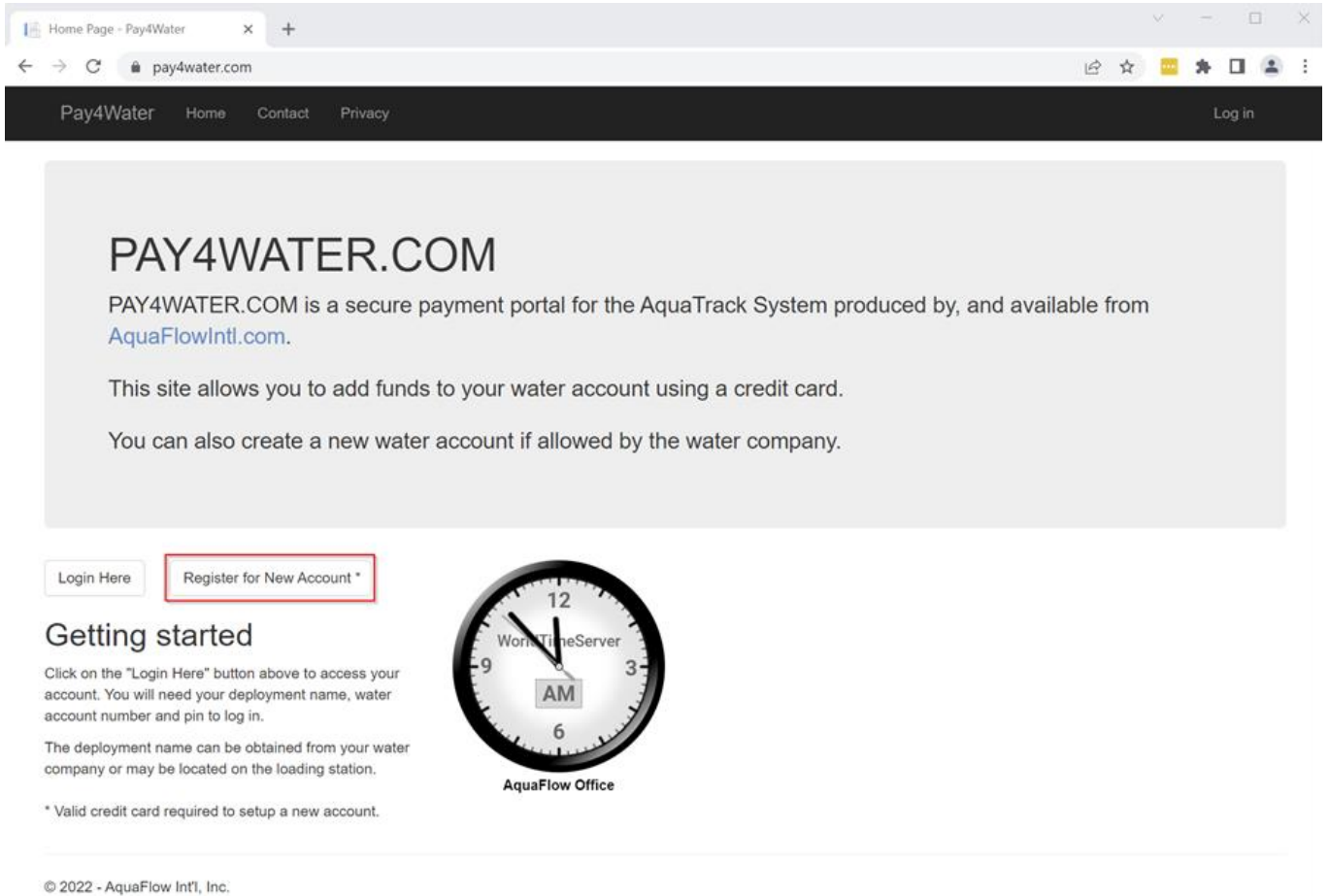
## Setting up a Pay4Water Account

First-time users will need to create a Pay4Water account online at [pay4water.com](https://pay4water.com). Pay4Water is a secure payment portal operated by AquaFlowIntl.com, the company that will administer the web-based payment system for the station. Registration will require a credit or debit card as well as a minimum \$20.00 payment to open your account.

Here is the account setup process, step by step.

1

Visit [pay4water.com](https://pay4water.com) and click on the "Register for New Account" button.



The screenshot shows a web browser window with the URL [pay4water.com](https://pay4water.com). The page features a navigation bar with links for "Pay4Water", "Home", "Contact", and "Privacy", and a "Log in" link on the right. The main content area displays the "PAY4WATER.COM" logo and a description: "PAY4WATER.COM is a secure payment portal for the AquaTrack System produced by, and available from [AquaFlowIntl.com](https://AquaFlowIntl.com). This site allows you to add funds to your water account using a credit card. You can also create a new water account if allowed by the water company." Below this, there are two buttons: "Login Here" and "Register for New Account \*", with the latter highlighted by a red box. To the right of the buttons is a clock graphic labeled "AquaFlow Office" showing the time as approximately 10:10 AM. Below the clock, there is a "Getting started" section with instructions on how to log in and a note that a valid credit card is required for new account setup. The footer contains the copyright notice: "© 2022 - AquaFlow Int'l, Inc."

On the New Account page, select "Prescott" from the deployment dropdown, and fill in the rest of your account information.

## New Account

Select the deployment code provided by the water company, and enter your new account information.

Member number(s) will be sent to member 1's email address. PIN numbers cannot start with zero.

NOTE: If you previously created an account, but did not add money to it, go back to the main page. Click on the "Login Here" button and login using the account number and PIN that were emailed to you. After logging in you can add money to your account.

Deployment	<input type="text" value="Prescott, AZ"/>
<small>A \$0.00 account setup fee will automatically be deducted from your account. Water costs \$5.710 per 1000 gallons.</small>	
Account Name	<input type="text" value="City of Prescott - Test"/>
Address	<input type="text" value="535 EZ Street"/>
City	<input type="text" value="Prescott"/>
State	<input type="text" value="AZ"/>
Zip Code	<input type="text" value="86301"/>

## Member 1 (Required)

Name	<input type="text" value="John Smith"/>
Cell Phone #	<input type="text" value="9285551212"/>
Email Address	<input type="text" value="johnsmith@prescottwater.com"/>
Vehicle License #	<input type="text" value="ABC-123"/>
License State	<input type="text" value="AZ"/>
Desired PIN	<input type="text" value="1234"/>
<input checked="" type="checkbox"/> Email a receipt for each transaction	

## Member 2 (Optional)

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Name

Cell Phone #

Email Address

Vehicle License #

License State

Desired PIN

Email a receipt for each transaction

*Please be patient. Sometime it can take up to a minute to create the account(s).*

Enter up to two members for your account (only one account per vehicle license is allowed), then click on "Continue" at the bottom of the page.

The PIN number you select during this process will be used to access water through the keypad on future visits.

Click on 'Continue' to move to the next page.

**NOTE:** When you click on 'Continue' a pop-up box will appear (pictured below) that shows your new account number. Be sure to document this number. You will need it to access your account and to agree to the terms and conditions on the next page.

www.pay4water.com says

Account creation was successful. Please note the account number shown. You will need it to get water at the site. The account number has also been sent to your email address.

Member 1 account number

**3 Once the account is set up, add funds to prepay for bulk water through Pay4Water's website.**

On the payment page, enter your payment information and amount (\$20.00 minimum). At the bottom of the page, you will need to enter your account number (aka member#) in the box next to the "Terms and Conditions" to confirm that you have read and agree to the Terms and Conditions.

Click on "Submit Payment" to process your payment.

**4 You will receive an email confirmation with your account number and pin number. You will need these numbers to utilize the fill station.**

**\*\* If you need help setting up a Pay4Water account, adding funds, modifying your profile, or any other account issue, please contact Pay4Water support team Monday through Friday, 8 a.m. to 5 p.m. MST at (928) 380-6164, or info@aquaflointl.com.\*\***

## Adding Funds to your Pay4Water Account

When your funds have been depleted, login to your account from the [pay4water.com](https://pay4water.com) home page to add additional funds.

1 Visit [pay4water.com](https://pay4water.com) and click on the 'Login Here' button.

### PAY4WATER.COM

PAY4WATER.COM is a secure payment portal for the AquaTrack System produced by, and available from [AquaFlowIntl.com](https://AquaFlowIntl.com).

This site allows you to add funds to your water account using a credit card.

You can also create a new water account if allowed by the water company.

Login Here

Register for New Account \*

### Getting started

Click on the "Login Here" button above to access your account. You will need your deployment name, water account number and pin to log in.

The deployment name can be obtained from your water company or may be located on the loading station.

\* Valid credit card required to setup a new account.



Then follow these steps:

- Select Deployment: **Prescott, AZ**
- Enter your Member Number
- Enter PIN
- Click 'Log in'
- Enter the Payment Amount (\$20 Minimum)
- Select Credit Card Type and Enter Credit Card Number
- Select the Expiration Month and Year
- Enter the Credit Card Code
- Click Submit Payment

**! Need Help?** If you need help setting up a Pay4Water account, adding funds, or any other account issue, please contact their support team Monday through Friday, 8 a.m. to 5 p.m. MST at (928) 380-6164, or [info@aquaflointl.com](mailto:info@aquaflointl.com).