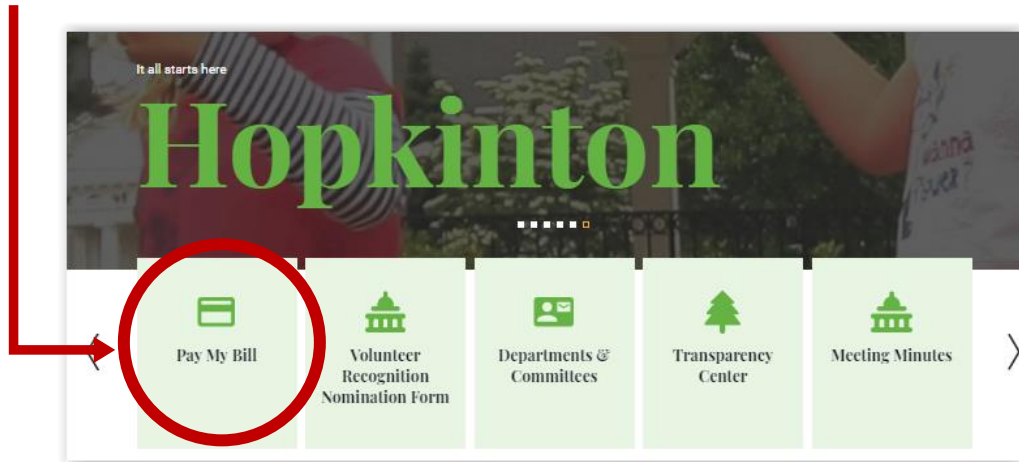
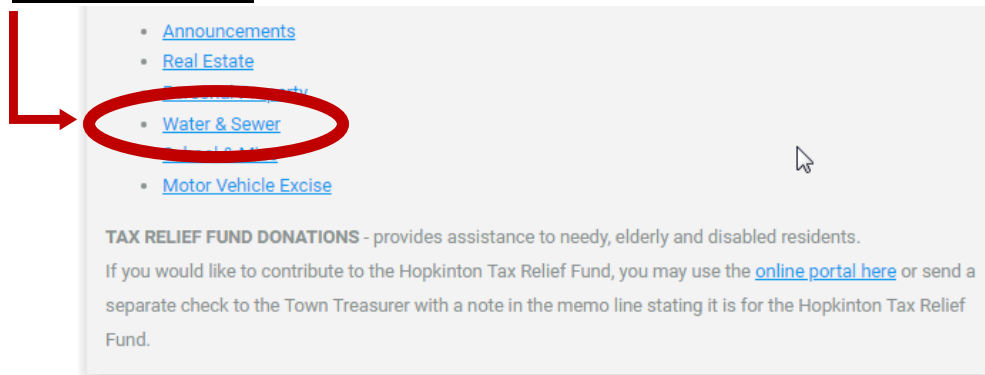


Paying Your Water/Sewer Bill Online

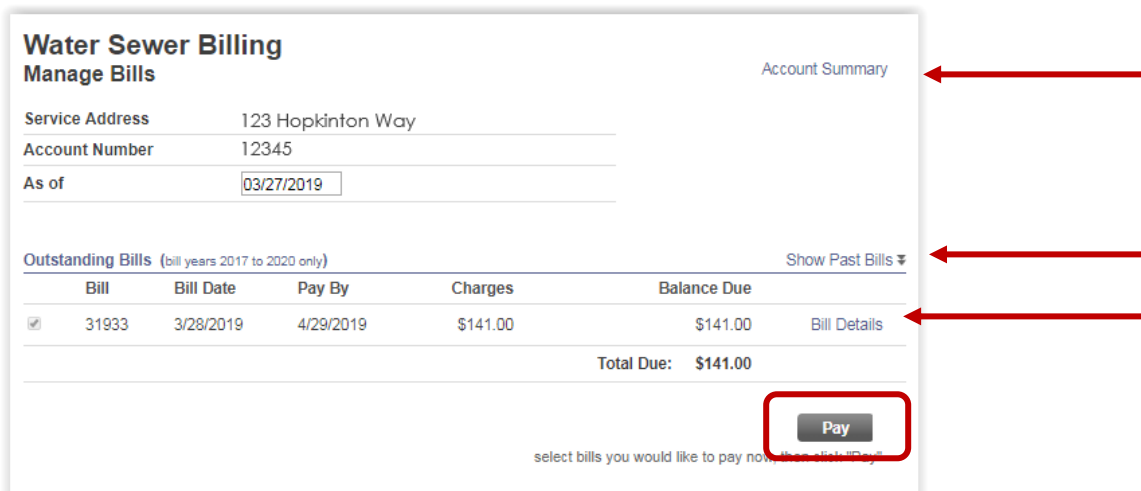
1. Go to www.hopkintonma.gov
2. Select **"Pay My Bill"**



3. Select **"Water & Sewer"**



4. Use only ONE of the following options: **bill number OR account number OR address.** If using address, enter only the street number and street name. Example: for "Main Street" only enter "Main". DO NOT enter any other information.
5. After you search click **"Manage Bills"**
6. Use features such as "Account Summary", "Bill Details" and "Show Past Bills" to view details about the bill, account and payment history.



Paying Your Water/Sewer Bill Online

7. Always review to make sure this is your bill then click **“Pay Bill”**
8. You can choose to pay by Credit Card (see fee schedule) or by eCheck

Pay Bills [Return to Citizens page](#)

Select Payment Method

You have two (2) options for paying your bill; either by electronic check or by credit card. Electronic Check: You will need one of your checks with you when you pay your bill online in order to get your account number and the bank's routing number from it. You will be shown where this information is on your check. There will be a \$0.25 processing fee assessed per transaction for all electronic check payments. Credit Card: We accept MasterCard and Discover for credit card payments. There will be a convenience fee for each online payment. The credit card service provider charges the fee to your credit card. When paying by credit card, the fee amount will appear in a separate box and will be totaled with the amount of the tax. (Fee Schedule is under Resources Link at top of page.)

[Pay by Credit Card](#) | [Pay by eCheck](#) | [Cancel](#)

9. After you select an option you have 3 options to check out
 - a.If you have used UniPay before you can click **login**
 - b.You can **create an account**. – This has benefits of saving account numbers, creating faster check out's
 - c.Fill out the billing information and click **“Continue as Guest”** *you will still get an email confirmation with this option.

10. Here you can enter your **payment information**
 - a. Checking Account = Free
 - b. Credit/Debit Card = Bank Fee's will apply **it will show you the fee before its processed*

11. Click **Proceed, verify and complete**

Any questions, please contact UniPay at 1-877-227-1157
Monday - Friday: 8:30am to 6:00pm
Saturday: 8:30 am to 1:00pm
OR
The Treasurer's Office at 508-497-9715
Monday, Wednesday, Thursday 8:00am – 4:30pm
Tuesday 8:00am – 7:00pm or Friday 8:00am – 2:00pm

Billing Information

Checking Account

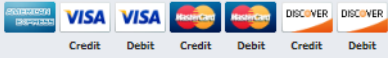
There is no ACH Fee associated with paying your taxes online. All other ACH payments will be assessed a \$.25 processing fee per transaction.

Account Holder's Full Name* Bank Routing No.*

Bank Account No.* Re Enter Bank Account No.*

Credit Card If paying with a credit card, **convenience fees** will be assessed for each transaction.

Accepted Card Types



Name on Card* Credit Card No.*

Expiration Date* / CVV*