## To Create an Account to Pay/View Bills on

Colonial Heights' new payment site:

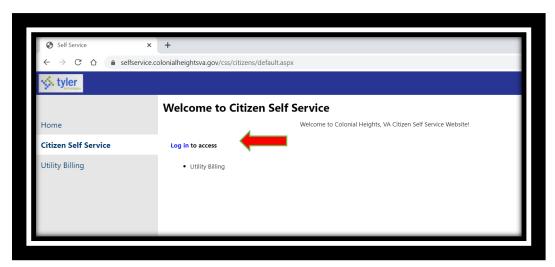
Grab your most recent bill and go to the Website:

https://selfservice.colonialheightsva.gov/css

Click on the Citizen Self Service link on the left side of the webpage



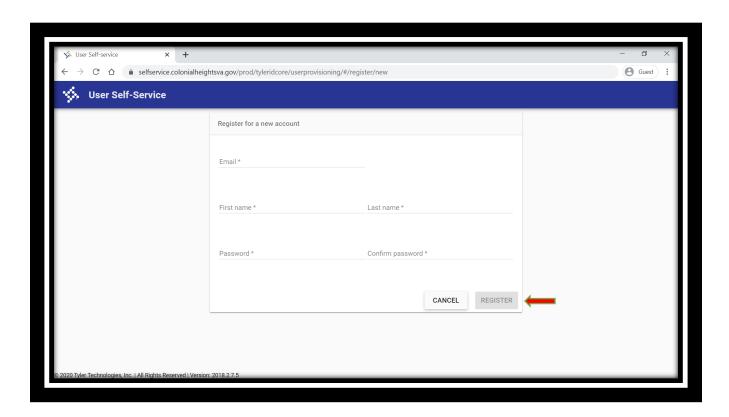
## Click on Log In to access



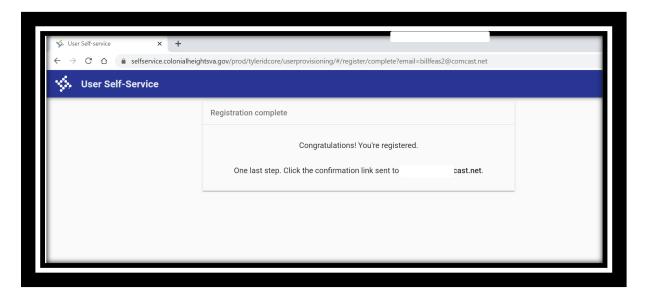
## Click on Register for a new account



## Fill in all the fields and click **REGISTER**



After you fill in the fields and click **REGISTER**, you should see the screen below:



You can go to your E-mail account, find the email sent and Click on the Confirm button. After you log in with your password, you'll be prompted to complete your profile (this is optional).



To pay bills after setting up an account, go back to your internet browser, enter (or CNTL-click on this link)

Https://selfservice.colonialheightsva.gov/css and log into your account.