

Directions on How to Register an account in PSN

Go to cityofdundas.org

Please click Online Payments

Please click on the **Blue PAY ONLINE button**.

If you are new to PSN (Payment Services Network) you will need to register your account.

Please click on the **Register** button.

Enter your account number: XX-XXXXXXXX-XX-X

Enter your First Name: (use capital letters)

Enter your Last Name: (use capital letters)

--OR--

Enter your account number: XX-XXXXXXXX-XX-X

Enter your Business Name: (use capital letters)

Click on the Search button

The page will then show your account(s).

Click on the **Blue REGISTER NOW** button.

Enter the following in the spaces provided on the screen.

Email Address:

Confirm Email Address:

Password: (7-20 characters)

Confirm Password:

Secret Question:

Your Answer:

Click on Continue

You will then go to your account. Here you can navigate thru the tabs on the top to see your bill, make a payment or once you have made payments thru PSN, your history. You can also sign up for Auto-Pay and Sign up to receive your bill by email.