

FASTER

EASIER

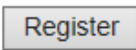
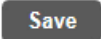
CONVENIENT

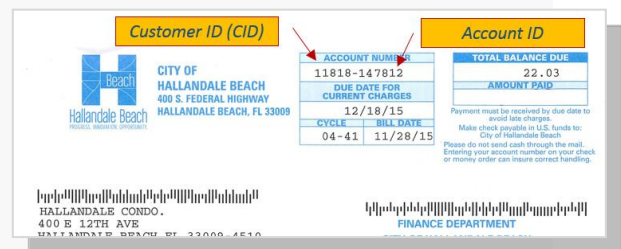




# REGISTER WITH OUR NEW UTILITY BILLING SYSTEM

## REGISTRATION INSTRUCTIONS

*Please note, that you will need to register on new system, even if you had an online account on previous system.*

1. Visit [www.cohb.org/css](http://www.cohb.org/css)
2. Under Citizen Self Service (CSS), click on the  Button
3. In the Citizen Self Registration Page, fill out details requested and click 
4. In the Account Settings Page, under **Utility Billing Accounts**, click on **Link to Account** link
5. In the Utility Billing Page Account Link Setup Page,
  - a. type the **Account ID** (second part of account number on invoice)
  - b. and the **CID** (Customer ID this is the first part of account number)



6. Click 
7. You may click on the Citizen Self Service link  on the right navigation bar for managing your linked Utility Billing Account.



 VISIT US ONLINE

Visit [www.cohb.org/css](http://www.cohb.org/css) for more information

