

eBill Account Set Up and Payment

1. Create a City of Calgary myID personal or business account 4. Sign into

Visit https://myid.calgary.ca and follow the online instructions.

- a) Click on either "create a personal account" or "create a business account"
- b) Fill out all required fields
- c) Click sign up
- d) You will receive a confirmation email shortly, with further instructions, on how to validate your myID account.
- e) Once your account has been validated, proceed to step 2.

Note: Non-Calgary based businesses (without a Calgary Business License Number or Business ID) may **register for a personal account** to set up a City of Calgary myID account.

- 2. **Create an eBill account :** To request an eBill account and connect it to your myID account Call **311** or **403-268-CITY** (2489) if calling from outside Calgary. The eBill account set up process takes up to two business days.
- 3. You will receive an email advising the invoice has been sent to your eBill account.

For any questions or concern regarding your file, please contact your adjuster. For any technical questions or concerns regarding myID or eBill specifically contact 3-1-1 or call 403-268-2489.

4. Sign into your myID and click the eBill link as shown below.

algary 🎄	
Home 🕋	HOME
Related Links < %	Animal Services
	ASSESSMENT SEARCH
	CALGARY PARKING AUTHORITY - PARK ONLINE SYSTEM
	Calgary Transit CALGARY TRANSIT
	FAIR ENTRY
	GOLF TEE TIME BOOKINGS
	APERMIN POADS EPERMITS

5. Proceed to pay your invoice in eBill

pdate sym en	Cart button	Credit C Interac C	ard Online (IO)	Interac O	ected items v nline (IO) pay	vill be paid. ments acce	pted for BMO,	RBC, Scotia	aBank and TD
Item s	in the Cart			Payment Cart	Person	alize Eind V Error	Payment	First 🖬	1 of 1 🖸 Last
Pay	Item ID	Line	Due Date	Balance	Currency	Status	Amount		
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Total	Counts and	Amounts	by Curren	cy					
Currency		Total Count		Payment Cart Balance		Selected	Paym ent Am ount		
Payme	ent will be p	rocessed	on the next	business day					
i ciyiin	cint will be p	locesseu	off are new	business uny					

6. Once paid, a confirmation number will pop up; record this number, or take a screen shot, and **provide this to your adjuster** as proof of payment.