



## Town of Friday Harbor

60 Second St S • PO Box 219 • Friday Harbor, WA 98250

Office: (360) 378-2810 • Fax: (360) 378-2380 • [www.fridayharbor.org](http://www.fridayharbor.org)

# Town of Friday Harbor Utility Billing Portal Instructions

## How to Register for the Online Portal

Visit: <https://fridayharborwa.municipalonlinepayments.com/fridayharborwa>

1. Go to the Online payment website and at the bottom select **Register**.

**Login**

Email address

Password

Login

[Forgot password?](#)

Don't have an account? [Register](#)

2. Enter in your Email, Name and Password. Phone Number is optional. Select Register, when done. Note: Secure passwords are at least six characters long, include capital and lowercase letters, include at least one number, and include at least one special character (!, +, @, #, /, etc.)

**Register**

Email required

john.smith@example.com

Password required

Password

Confirm Password required

Confirm Password

Name

John Smith

Phone number

555-123-9876

Register Cancel

Already have an account? [Login](#)

3. You will receive an email from [noreply@municipalonlinepayments.com](mailto:noreply@municipalonlinepayments.com) to activate your account. Click the link in the email to confirm your email address and activate your account. The link returns you to the login page for your online services website with a note that says "Your account has been activated. You may now login."

Town of Friday Harbor, WA

## New Account Registration

Welcome to Municipal Online Services! You're receiving this email because you registered an account online. If you did not request this account, please disregard this email.

To activate your account please click the button below:

[Activate Account](#)

2/24/2025 10:52:18 AM

Note: Activation link expires in 24 hours, please log in again to receive a new activation email.

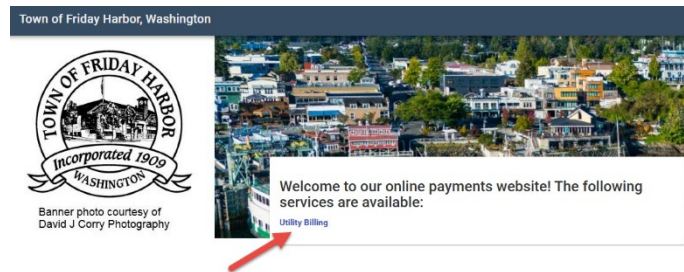


## Town of Friday Harbor

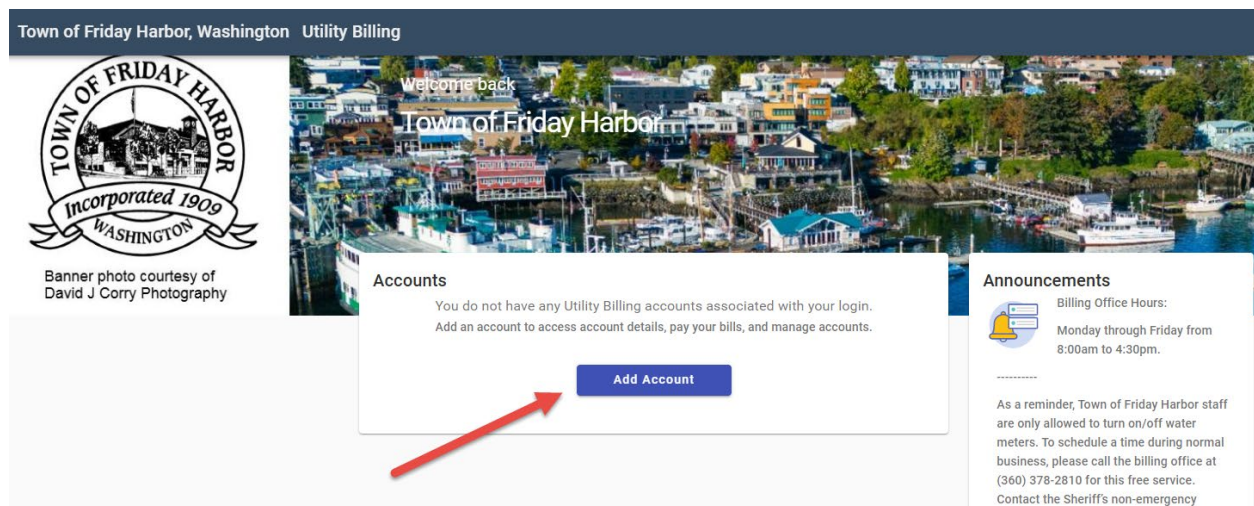
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- Log in using your email address and password. Once logged in, click on the **Utility Billing** link to add your account(s) to your portal.



- Once logged in, click on the **Utility Billing** link to add your account(s) to your portal.



- Add your utility account by entering the account number and your last payment amount. If you need assistance with your account number or your last payment amount, contact the billing office at (360) 378-2810, option 2 or [billing@fridayharbor.org](mailto:billing@fridayharbor.org).

Let's find your account

\* Account Number

01- -002

Please include all dashes. For example: XX-XXXXXX-XXX

\* Last Payment Amount

1138.34

Cancel

Add account



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### How to sign up for e-Billing

After registering and adding an account to your portal, click on **Contact** Preferences to sign up for paperless billing. Select the **Email** option and enter your **Email Address** to receive your bill by email. You can choose to still receive your bill by mail if you keep the **Mail paper copy** option selected.

☰

Town of Friday Harbor, Washington

Utility Billing

Home

Manage accounts

Service requests

Contact preferences

Contact preferences

**Sign up for e-Billing**  
Please enter in the email address below that you would like your utility bill sent to. Once you click on the submit button a confirmation email will be emailed to you.  
  
To make sure you receive your bill each month please add our email address [tylererp@fridayharbor.org](mailto:tylererp@fridayharbor.org) to your email contact list. Thank you for signing up for e-bills.

**Notifications**  
In the fields below please select the appropriate method of contact and enter in the number that you would like your Utility notifications to be sent to. Once you click on the update button your selection will be saved.

☐ Apply to all accounts

Guard St

01- -002

Sign up for e-Billing

☐ Email

Email

Confirm email

☒ Mail paper copy



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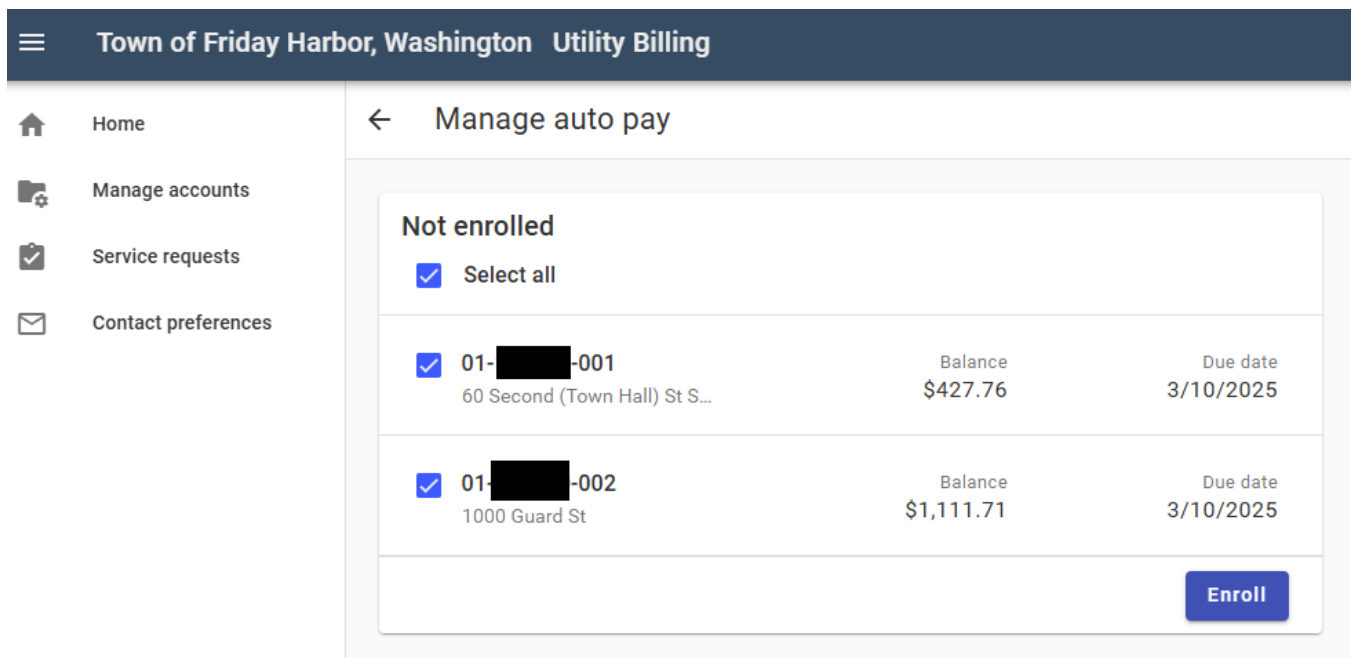
### How to sign up for Auto Pay

By enrolling in Auto Pay, you understand that your account will automatically be drafted. If you choose to have your payment drafted on the same day of every month, we recommend you select a date 5 days prior to your expected due date of the 10th. If you schedule your payment after it is due on the 10th, you may incur a late penalty that, if left unpaid, will result in disconnection of service.

1. Click on **Enroll in auto pay** to set up your account(s) for auto pay.



2. Select which account(s) to enroll in auto pay.





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3. Select your payment day option. Payment will be made on the due date or select a specific day of the month for payment.

4. Enter your payment method. Credit card or eCheck options available.

5. You will receive confirmation on the screen once enrolled.



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### How to request my water to be turned off or on

As a reminder, Town of Friday Harbor staff are only allowed to turn on/off water meters. To schedule a time during normal business, please call the billing office at (360) 378-2810 and send an email to [billing@fridayharbor.org](mailto:billing@fridayharbor.org) or create a service request in your online portal for this free service. Contact the Sheriff's non-emergency number at (360) 378-4151 if a leak occurs after hours for a water crew member to assist.

Town of Friday Harbor, Washington Utility Billing

Home

Manage accounts

**Service requests**

Contact preferences

Service requests

Submit service request

Here you can submit a request for specific services. After submitting a request, you will receive an e-mail message verifying your request.

\* Select address

60 Second (Town Hall) St South

\* Select service

Turn off Water

Special instructions or message

Turn off water on 03/05/2025 at 10:00am for leak repair with plumber. Will need crew member onsite to turn on/off while finding leak.

Submit service request

Previous requests

No previous requests found.

Utility Billing Instructions

Page 6 of 6

Updated 02/24/2025