

Signing up for the City of Valdosta Customer Portal

By signing up for the City of Valdosta **Customer Portal** you will be able to view, print, and pay your bills online. Follow the instructions below to register your account:

1

Go to the following website:  www.valdostacity.com/payment

2

Click on **Create a new account?** 

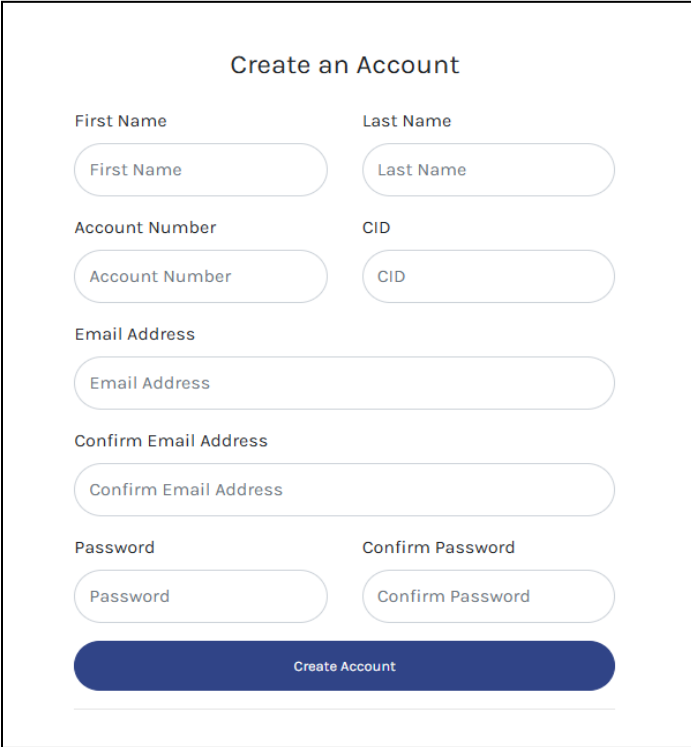
Not registered?

Get started today. All you need is your account number and CID from your bill. [Create a new account?](#)

3

Enter your new Account Number and CID which can be found within your registration email. You will also need to enter a valid email address and password.

Click **Create Account**



Create an Account

First Name Last Name

First Name Last Name

Account Number CID

Account Number CID

Email Address

Email Address

Confirm Email Address

Confirm Email Address

Password Confirm Password

Password Confirm Password

Create Account

4

A Registration Confirmation window will appear. No action is needed on this window. The Verification Email will only be active for **4 Hours** and will require you to verify your email within that 4 hour time window.

You have successfully registered your account. A verification email has been sent to your email address. Please check your inbox. The verification email will expire in 4 hours. You must verify your account before you can sign in.

5

You will also receive an email confirmation. You must click on the link provided in this email to complete your enrollment.

Hello John Doe,

Follow the link below to verify your email and finish your account registration:

<https://cov.authoritypay.com/user/verify-registration?token>

6

After clicking on the verification link embedded in the email, you will be re-directed to the Account Verification screen. Click on the green 'Click to Verify' button to complete verification.

Account Verification

 Click To Verify

7

You should now see a green message confirming verification was successful. Now you can then re-enter your email and password and select **Login** to access your Customer Portal Account.

Your account and email have been verified. You can now login to manage your account.

Existing Customers

Email Address

johndoe@example.com

Password

●●●●●●●●●●●●●●●●

[Forgot Password?](#)

[Not Registered?](#)

Login