How to Register for a myDWA Customer Portal Account

- 1. Go to <u>www.mydwa.org</u>.
- 2. Click on *myDWA Customer Portal* under *Available Services* and then click on *Sign in or Sign up* OR select *Sign in / Register* on the top right corner.

^{my} DWA			Sign In / Register
2	Desert Water Agency Cust	omer Portal	
	Welcome to Desert Water Agency's new online payment website. Here you can manage your account and pay your bill. Previous myDWA accounts will not transfer over. Please create a new myDWA account. Get started by registering at myDWA Customer Portal. This service will be available on or after March 10.	Available services myDWA Customer Portal	-0
	You will need your new account number, new customer number and valid e-mail address to register. These numbers are on your new bill. If you need assistance, please contact us at 760-323-4971 between 8 a.m. and 5 p.m., Monday through Friday.	Welcome The new myDWA customer portal provides tools to help you manage your DWA account, including bill payments and history and water use information. Please create a new myDWA account (on or after March 10) to get started.	



3. Click *Create an Account* at the bottom of the page.

Sign in to c	ommunity acce esert Water Age	ss services for ency.
Email address		
This field cannot	be left blank	
🗌 Keep me si	gned in	
	Next	
	OR	
Sign in with		
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4. Fill out the required fields and click and click Sign up.

Create an accoun	ıt
Fields are required unless marke	ed optional.
Email	
jansmail21@yahoo.com	
First name	
Tester	
Last name	
User	
Mobile phone	Optional
760-323-4971	
Password requirements:	
At least 8 characters	
A lowercase letter	
An uppercase letter	
A number	
No parts of your username	
Password	
	0
Sign up	

5. Check your inbox for an email from <u>noreply@identity.tylerportico.com</u> (Community Access Identity) with your verification code.

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6. Go back to the webpage and enter the verification code. Click Verify.



7. There are options available to help further protect your account. If there is no desire to further secure your account, select *Continue*.



8. You will be redirected to the myDWA portal. You are now registered and can start adding your account(s) by clicking *Add Account*.

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Add an ad	count to access	account actuns, pa	y your bins, and	i manage accounts	•
		6			
		Add Accourt	it		

9. Enter your new DWA account number and customer number. You can find these on your new bill.

	Q
Let's find	l your account
* Account Number	
Your account number can be fo locating your account number, g	und on your billing statement. For he go to www.dwa.org/billinfo.
* Customer Number	
Your customer number is locate locating your customer number,	ed on your billing statement. For help , go to www.dwa.org/billinfo.
Cancel	Add account

10. You can now pay your bill and manage your account online.