





E-Services Registration and Login Steps


Town of Stratford is pleased to begin offering e-services for our residents. As this program expands, there will be more services available for you to view and use online. From viewing your balance, registering for programs and events, to paying your municipal bills, the expanding services will provide you with a better and easier experience.

Register your Account

1. Go to the Town of Stratford's website (www.townofstratford.ca) and select E-Billing from the E-services menu.
2. Once you have created your account, you will enter your email address and password and then click on Sign In for subsequent access to your account. To set up your account on your first visit, click on the green **Sign up now** button.


Please sign in to access your eServices.

Enter your email 

Your password 

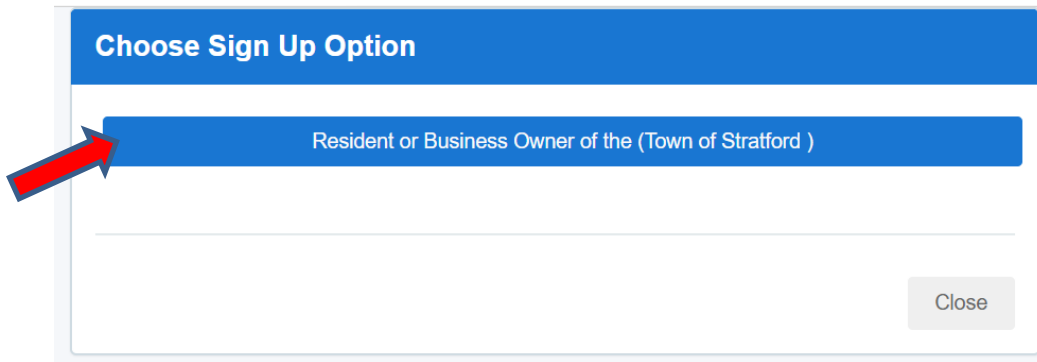
Remember Me [Forgot your password?](#)
[Resend verification email.](#)

Sign in

Don't have an Account?

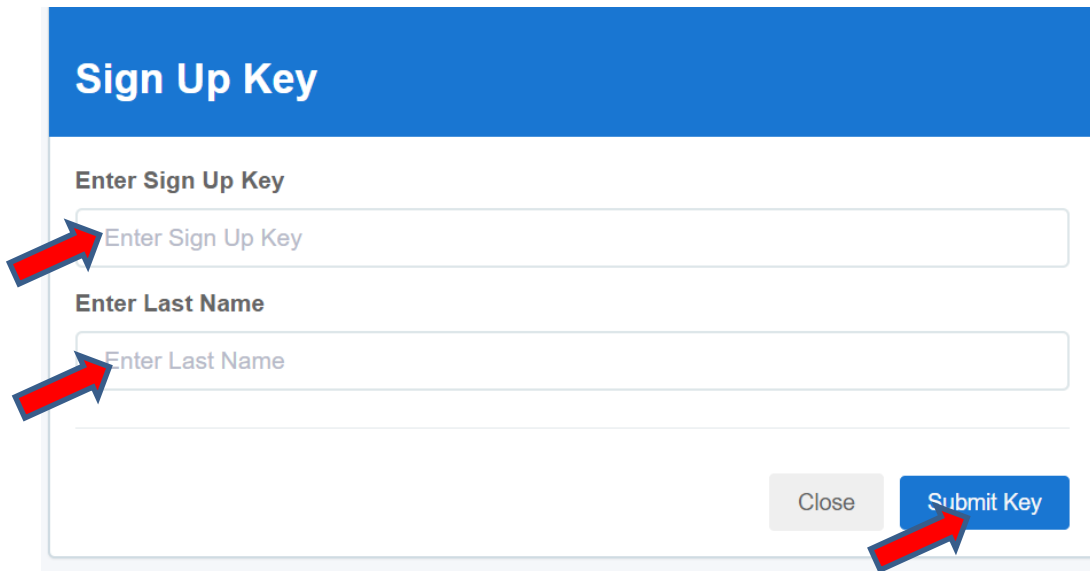
Sign up now

3. Then click on **Resident or Business Owner of the (Town of Stratford)** button.



The screenshot shows a dialog box titled "Choose Sign Up Option" with a blue header. Below the header is a list of options, with the first option, "Resident or Business Owner of the (Town of Stratford)", highlighted in blue. A red arrow points to this option. At the bottom right of the dialog box is a "Close" button.

4. You will then be prompted to enter in your **Sign Up Key** which can be found on your April Stratford Utility Bill in the section called 'Messages'. Enter the **sign up key** and **Last Name**. Then click the **Submit Key** to proceed. The Sign Up Key is **Case Sensitive**, so please type it as is.



The screenshot shows a form titled "Sign Up Key" with a blue header. Below the header are two input fields: "Enter Sign Up Key" and "Enter Last Name". Red arrows point to both input fields. At the bottom right of the form are two buttons: "Close" and "Submit Key". A red arrow points to the "Submit Key" button.

5. Enter your first and last name if they are not auto filled for you. Your date of birth is required and must be entered in this format: 01/01/1970. Enter the email address you would like associated with your Town of Stratford account and create a password. In order to complete the registration for E-billing you must check off all 3 of boxes below the Confirm Account heading. Once all 3 are checked, click the **Register** button.

The screenshot shows a web form for account creation. It is divided into two sections: "Enter Account Details" and "Confirm Account".

Enter Account Details:

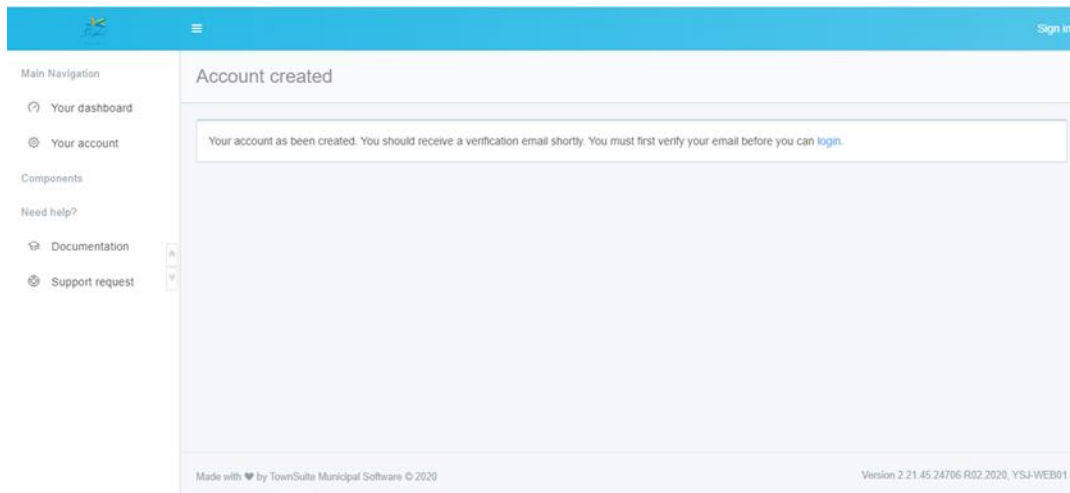
- First Name: [Text input field]
- Last Name: [Text input field]
- Date Of Birth (mm/dd/yyyy): [Date picker] *Must be entered in format mm/dd/yyyy*
- Email: [Text input field] (example: example@email.com)
- Password: [Text input field]

Confirm Account:

- Enable eBilling
 Note: By selecting 'Enable eBilling' I hereby authorize the Town of Stratford to provide any Invoices via eService Paperless Billing. By selecting 'Enable eBilling' I understand that I will not receive a paper invoice as long as this check box is selected.
- I am not a spambot
- I agree to the Terms of Service and Privacy Policy
 Once your account has been created you will receive a verification email. You must follow the links with by TownSuite Municipal Software.

Red arrows point to the First Name, Last Name, Date Of Birth, Email, Password, and the three checkboxes in the Confirm Account section.

- You will receive the following message letting you know that your account has been created. In order to be able to access your account you will need to verify your email by clicking on the link in the email you will receive automatically



- Once you have received the email and clicked through using the link you will be ready to sign in and view your bills.

Thank you for registering for e-billing from the Town of Stratford. If you run into any issues please contact us at (902) 569-1995 or koconnell@townofstratford.ca for assistance.