Spencerport Electric Auto Pay

Go To: www.vil.spencerport.ny.us

- Scroll down and click on View Bill & Pay Online
- Create account by clicking on Register Now
- Enter Last Name and your Village of Spencerport Electric account number. (Example: 00-00000.00) (Include the – and the .) (Numbers only)
- Select the first invoice and then Register Account at bottom.
- Enter Email Address and create a password.
- Once you are registered and signed in, go to My Account at the top of the screen and click Payment Methods. There are 2 Different options:
1. Credit/Debit Card- Add Credit/ Card info and Save- There is a $4.50 charge for every transaction using your credit/debit card. Including Auto Pay. (with a max credit limit of $300.00)
2. Checking Account- Enter under Add New Bank- enter your Routing Number and Checking Account Number. There is NO CHARGE for using your checking account as your Payment Method.
- Proceed back to the Home Screen and Click on Auto Pay-Then New Auto Pay Setup
- Select Account and Yes put me on Auto Pay.

REMINDERS:

- Auto Pay Comes out of your selected payment method on the 20th of the month (Including Saturday or Sunday's, if the 20th falls on either of those days.)
- NO CHARGE if using your Checking Account as your Payment Method.
- $4.50 Charge if using a Debit/credit card.
- You will receive Email reminders thru the month reminding you of your upcoming scheduled payment.