

HOW TO MAKE A PAYMENT VIA CARD AND BACS



Log into the NI Water Self Service Portal and navigate to your notifications by clicking the 'Home' button in the top right corner of the screen.

Locate the Portal Notification titled 'New Request for Payment' and click to open. You may have to scroll back through the notifications until you find it.

NWater.com		
Hi Stuart McQueen		
Developer Services	Fre Trøde Effluent	🖨 Service Charges
Home > Notification		
Reference NIWPAY-0000193		
Subject New Request For Payment - NIWPAY-0000	193 for AR2300023_01	
Description You have a new request for payment rega AR2300023_01.	rding	
You can view this request for payment in t	he payment centre.	
Reply		

From the Portal Notification you will be able to access the Payment Centre by clicking the blue 'Go To Payment Centre' button half way down the screen.

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NWister com		🔥 Home 💶 My Profile 🕞 Log out
Hi Stuart McQueen		niwater Siting an artists
Account Requests Developer Services	Trade Effluent Service Charges	
Choose an account to manage (you can access septic tank and pay bill from within an individual account)	Notifications Payments Invoices and Credit Documents	Mark all as read
L.	New Request For Proving Tech WINPAR 4000193 for AR2300023 01: You have a new request boyment regarding AR2300023 01. You can view this request for payment in the payment centre. Click to open.	24 jun
No billing accounts linked to your login Please use the add new account search feature below to find your account to awail of bing and payments services	Review Documents for this Article 161 Application - AR2400037,01: Deer Stuart, Fleese review the statched documents regarding your A161 Application AR240037,01. You non order or trunt refaits legranding your Band Application by clicing the link. Complete Agreement Details below and completing the form. Regards, A161 Team Click to open.	16 Apr
Add new account		1 - 2 of 2 items
To find out more about how to add accounts. click here.		

If you are unable to locate the 'New Request for Payment' Portal Notification, you can access the Payment Centre from the 'Home' page by following the pathway below: Home > Services Charges > Payments.

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li Stuart McQueen						
E Developer Services	Trade Effluent	Service Charges				
Payments Centre						
Please note, it is not possible to view If you cannot see your payment reque	v or pay a bill on this page. st, it may be because:					
 Article 161 - All payment reques New Connections - All payment 	s are sent to the Developer. requests are sent to the Occupier. If the	Occupier was unknown when the application	n was submitted the payment request will b	be sent to the Developer.		
	equests of service of the service of	occupies nos anno anno anno anno approximit	the second company of the second s			
Select an item from the grid below and	I click "Next" to proceed.					
Select an item from the grid below and	click "Next" to proceed.				Search	~
Select an item from the grid below and	l click "Next" to proceed.	: Account Number	: Service Type	i Amount	Status	
Select an item from the grid below and Service Reference C AR2300023_01	I click "Next" to proceed. Site Address Brockside Close	: Account Number	E Service Type A161 Application	i Amount £355.00	Status Awaiting Payment	i i
Select an item from the grid below and Service Reference AR2300023_01	I click "Next" to proceed. Site Address Brookside Close	: Account Number	: Service Type A161 Application	E Amount	Status Availing Payment	
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Select an Item from the grid below and Service Reference AR2300022_01	i Site Address Brookside Close	[‡] Account Number	1 Service Type A161 Application	E355.00	Entro 1 Serios Aussing Rayment	
Select an item from the grid below and Service Reference A42300023_01	I Stre Address Brookade Close	¹ Account Number	1 Service Type A161 Application	i Anount £355.00	Secure E Source Awatterg Payment	م ا
Select an item from the grid below and Service Briterance AR2200023_01	I Site Address Brokside Close	f Account Number	I Service Type A161 Application	i Amount £355.00	Search i Sonus Angating Payment	
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Select an Item from the grid below and Select an Item Tom the grid below and Reference	I Site Address Brookside Close	¹ Account Number	1 Service Type A161 Application	E Annount £355.00	Exercit Eserce Availing Payment	

Within the Payment Centre, you will see all outstanding payments for Article 161 and Article 163s. Locate the application reference you need to make a payment on, check the box to the left of the 'Service Reference' and click the 'Next' button.

Hi Stuart McOuee	n			n Home	My Profile 🕒 Log out
Developer Services	Trade Effluent	service Charges			Delivering what matters
Payment detail > AF Select one or more items from th	R2300023_01 re grid below and click the "Next" button to proceed to the	payment.		Outstandi	ng Balance £355.00
Application Reference	Date Requested i Supply Address 24/06/2024 Brookside Close	Service Type : Article 161 Application	Description : Amount Article 161 Application Fee £355.00	Service Reference S	earch Q

On the next page, you will see all outstanding payments associated with that application and total Outstanding Balance is shown in the top right corner. There may be multiple outstanding payments. Check the box of the payments you which to make payment on and click 'Next' or click 'Pay For All'.

CARD PAYMENT

NiWater.com			🙃 Home 😩 My Profile 🕒 Log our
Hi Stuart McQueen			niwater Manager and Manager
Developer Services	Trade Effluent	🔹 Service Charges	
Card Payment Billing Address Address Line 1 -			Payment Summary Payment for AR220022.01
Westland House Address Line 2			Amount to pay: £355.00
Old Westland Road			Other ways to pay
Belfast			
Post Code			
RTIASTE			
Next			

Enter the Billing Address details for the Payment Card, check the Payment Summary to confirm the amount and click 'Next'.

The default payment method is set to Card Payment. To pay by Faster Payment/BACS please see relevant section below.

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NWater.com				• Home	A My Profile	🕞 Log out
Hi Stuart McQue	en					niwater
Seveloper Services	Trade Effluent	Service Charges				
Total Amount: 6385.00 Enter card details	* Indicates required information.		Payment Summary			
Cardholder Name ⁴ Mr C Holder Card Plovder ⁷ MASTERCA Card number ⁷ 8453010000 Isaue number Start date mm •	R0 DEBT ¥ 71800		Amount to pay: £355.00			
CV2 * 562 MasterCard. V/SA	Cancel Pay now					

Confirm amount to pay, enter your card details and click 'Pay Now'.

li Stuart McQueen	li Stuart McOueen					
Enveloper Services Trade Effluent Service Charges Payment Completed Successfully						
Payment Completed Successfully	Developer Services	Trade Effluent	Service Charges			
	Payment Completed Successfu	illy				

Once paid, you will receive confirmation your payment has been successful along with your Payment Reference.

FASTER PAYMENT/BACS PAYMENT

NIWater.com			🔥 Home 主 My Profile 🕞 Log out
Hi Stuart McQueen			niwater
Developer Services	اللہ Trade Effluent	🔅 Service Charges	
Card Payment Billing Address Address Line 1 *			Payment Summary Payment for AR200023_01
Westland House Address Line 2			Amount to pay: £355.00
Old Westland Road			Other ways to pay
Belfast Post Code DT14 STE			
Next			

If you are unable to pay via card or which to pay via Faster Payments/BACS, click the 'Other ways to pay' button below the Payment Summary.

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Hi Stuart McQueen			
Developer Services	<u>Ги</u> Trade Effluent	Service Charges	
Faster Payment / BACS You can also pay by Faster It is upportate inducide some key infor In your instruction to your I • Ni Waser Bark Oessie • Your Name Company for personal • Your reference numb - PA0194 • The given amount _ S00194 • The given amount _ S00194	Payment / BACS electronic trr manon web your payment to make sure it is poank please include: #230002301 #rt / BACS transaction please <u>complete you</u>	insfer of funds, allocated to the correct account. <u>ur remittance</u> so that we can receive your payment.	NI Water Bank Details Account Name Northern Refam Water Limited Stor Code Stor Code St

,	Water.com			
I	Hi Stuart McQueen			
	کے Developer Services	<u>آند</u> Trade Effluent	Service Charges	
	New Connections > Article 161 >			
	PA00184AR230002301			
	£355.00			
	Payment Method • Faster Payment/BACS			•
	Full Name * Brookside Developments			
	Payment Reference *			
	Date of Payment *			
	01 July 2024			۵
	Full amount paid *			

To complete the remittance, you need to provide the payment method, full name of the bank account, payment reference used (should match the one provided on the previous screen), the date of payment and the full amount paid. Once these are complete, click the 'Submit' button.

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	NiWater.com			tail. You will receive a response when	n Home	n Home 🔹 My Profile 🕞 Log out				
	Hi Stuart McQueen		CX				Detering alut matters			
	5	<u>Fu</u>	-							
	Developer Services	Trade Effluent	Service Charges	l						

Once submitted, you will receive confirmation that we have received you remittance details.

If you encounter any issues throughout the process, please take a screenshot and email it along with a short description of the problem to <u>customerengagementteam@niwater.com</u> and they ensure it is pass on to the relevant team.

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