



Save paper, time, and money! Use Adams Electric's E-bill to pay your electric bill online • submit meter readings • view billing history

Just a click away!

How to Pay Your Bill Online

1. Select "Account List/Pay Bill" from the left menu bar. You will see this screen:

2. Make sure the "Pay?" box is checked.

3. Check the amount in the "Pay Total" box.

4. Click the "Pay" button.

Account List

Mailing Address
JOE A MEMBER
JANE A MEMBER
123 COOPERATIVE WAY
GETTYSBURG, PA 17325

Member Number: 12345

Please Note: If you are using a public computer it is important that you **Log Off** before leaving this site so that others may not access your account information.

Account Number	Service	Balance	Pay?	Pay Amount	Payment Due on	Click to View:	View Paper Bill Image
	Electric Service	117.90	<input checked="" type="checkbox"/>	117.90	07/04/2007	Bill Detail Payment History Billing History	View Paper Bill Image
Service Address: 123 COOPERATIVE WAY		Description:					
Account Total:				\$117.90			

Pay Total: 117.90

Select Payment Method

Account	Service	Amount
1231901602	Electric Service	\$90.53
Total:		\$90.53

If this is not the amount you want to pay, us
Please select link for your method of payme

[Pay \\$90.53 By Check](#)
[Pay \\$90.53 By Credit/Debit Card](#)

5. Click on "Pay by Check" or "Pay by Credit/Debit Card"

Check Payment

Please enter the following information in order to pay \$90.53 by electronic check.

Click on Submit when all the information has been entered to process the request.

Nothing will be processed until the Submit button is clicked

Once you submit the process cannot be stopped, and clicking the 'Cancel' or 'Back' buttons on your browser will not prevent your bank account being charged.

Financial Institution: _____
Routing Number: _____
Checking Account Number: _____

Remember Bank Info

Click the Submit button to process this check payment.

6. If paying by check, fill in information from one of your checks. Click the "Submit" button, but **only once**.

First Name: JOHN
Middle Name: _____
Last Name: DOE
Company Name: _____
Address: 123 ANYWHERE STREET
Address Line 2: _____
Address Line 3: _____
City: SOMEWHERE
State: PA
Zip Code: 12345
Phone (###-###-####): 717-123-4567
Credit Card Number: _____
Description: _____
Exp. Date (MMYY): _____

Click the Submit button to process this credit/debit card payment

7. If paying by credit card, fill in information in the required fields to verify your card. Click the "Submit" button, but **only once**.

How to View Your Bill Online Using E-bill

1. Type *ebill.adamsec.coop* in your Web browser (link at *adamsec.coop* also)

Address

Adams Electric Cooperative, Inc.
A Touchstone Energy® Cooperative

The Power Of Human Connections

Service is backed up and unavailable between 11 p.m. and midnight on weekdays and between 11 p.m. Saturdays and 2 a.m. Sundays.

Welcome to E-bill
online bill viewing & payment

If you are using this site to pay your bill and report your meter reading(s), be sure to pay your bill first. You will then be asked for the meter reading(s).

[Adams Electric Home](#)
[Explanation of Charges](#)
[Contact Us](#)
[Security Policy](#)
[Help](#)

[Log On](#)

Email Address:
Password:
 Log me in automatically in the future

- If you are registered enter your e-mail address and password
- If you are a new user [Click Here to sign up for online account access.](#)
- If you have lost your password [Click Here to retrieve it.](#)

2. If you are already signed up for E-bill, enter your email address and password.

3. If you are a new user, click to sign up for an online account.

4. In order to sign up for a new account, you must enter your account number, last (or business) name, email address, and create a password.

You have a variety of options once you begin to use E-bill:

Adams Electric Home
Explanation of Charges
Contact Us
Security Policy
Help
Change My E-mail
Change My Password
Log Off

Enter Meter Readings
Stop/Start Print Bill
Account List/Pay Bill
Payments
Billings
View Charts

- A. Change your email address or password.
- B. By selecting this option, you can submit your meter reading.
- C. You may choose to stop receiving the paper bill that is sent to your home each month.
- D. You may also pay your bill online with a check or credit card. **See the back of this piece for instructions.**
- E. Select one of these options to view a past payment or billing history.
- F. "View Charts" displays graphs of past electric use.