



VILLAGE OF DONNELLY PAYMENT OPTIONS:

- **Cheques** can be placed in DROP BOX conveniently located in lobby area
- **Online Banking** – Village of Donnelly – Utility/Tax/Account Receivables
- **Canada Post** using **cash**, debit/credit card using **Pay Simply**

To make a payment using **Pay Simply** at Canada Post

Use your phone (Mobile App) or computer and go to <http://paysimply.ca/pay/donnelly>

- ✓ Search for: Village of Donnelly - Utility/Tax/Account Receivables
- ✓ Click on account type you want to pay
- ✓ Enter your information and payment amount
- ✓ Please note that Account number requires 9 number – please add "000" to end of your account number
- ✓ You will now have four (4) Payment Options
 - Credit/Debit Card
 - Interac e-Transfer
 - PayPal
 - **Pay In-Person at Canada Post**
- Review your Payment – when you click Continue, you will receive your payment code and instructions on how to make your payment at Canada Post.

To get your QR Code, you have (3) three options:

- ✓ Email
- ✓ Text Message
- ✓ Print at home

- Present the QR code that you generated on our site or directly from your remittance form.
- Ask them to **scan the code**.
- Tell the clerk how much you want to pay with **cash** or **debit**.
- They will process your payment and give you a receipt, which is your proof of payment.