

# Village of Chatham

## Web Payment Instructions

**Step 1:** Type the following address into your browser address bar:

<https://chatham.merchanttransact.com/>

### Step 2:

Once directed to this screen please click “Sign Up”.

### Step 3:

When this screen appears, please enter all the required information exactly as it appears on your monthly statement.

### Step 4:

When the account has been setup, you will be directed to your main screen where you can manage your account and set up payments.

