

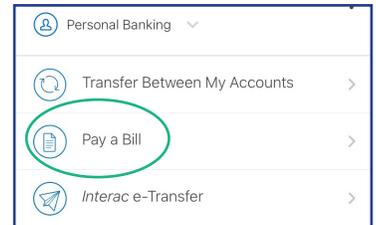
Tipping fees can be paid using on-line banking!

Follow these steps to set up Victoria County as a payee for tipping fees. The visual reference below shows RBC on-line banking, but the steps will be similar at most banking institutions.

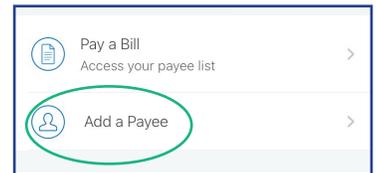
After logging in to your online banking account:

1. Navigate to the **Pay Bills** area
2. Choose to **Add a New Payee**
3. Choose **Search for a Payee**
4. Type in '**Victoria Nova Scotia**' to find the Municipality – We are listed differently at each financial institution but may appear as:
 - COUNTY OF VICTORIA, MUN OF- TAX
 - VICTORIA (N.S.) TAXES
 - VICTORIA COUNTY TAXES NS
 - VICTORIA NOVA SCOTIA (MUN. OF)- TAX
 - VICTORIA COUNTY -T
 - VICTORIA NOVA SCOTIA (MUN OF)-TAX
 - COUNTY OF VICTORIA, MUN OF - TAX
 - COUNTY OF VICTORIA, MUN OF - TAX
 - VICTORIA NS TAXES, MUNC CTY OF
5. You can nickname the Payee as **Tipping-Fees** to easily identify the account later.
6. Enter the first 8 characters of your **CUSTOMER ID** from the tipping fee invoice as the **Account Number** and click **SAVE**.

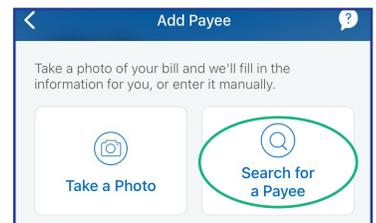
1. Pay a Bill



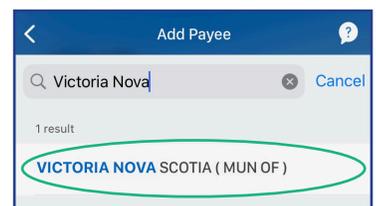
2. Add a Payee



3. Search for a Payee

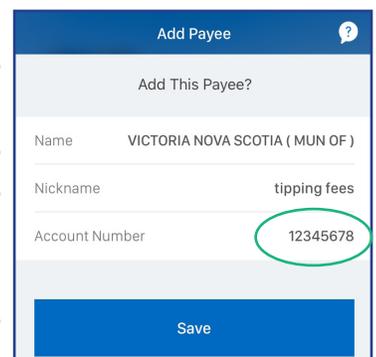


4. Search for 'Victoria Nova Scotia'



5. Nickname the Payee Account (tipping fees)

6. Enter the Invoice Customer ID as the Account Number-->



Click to Save