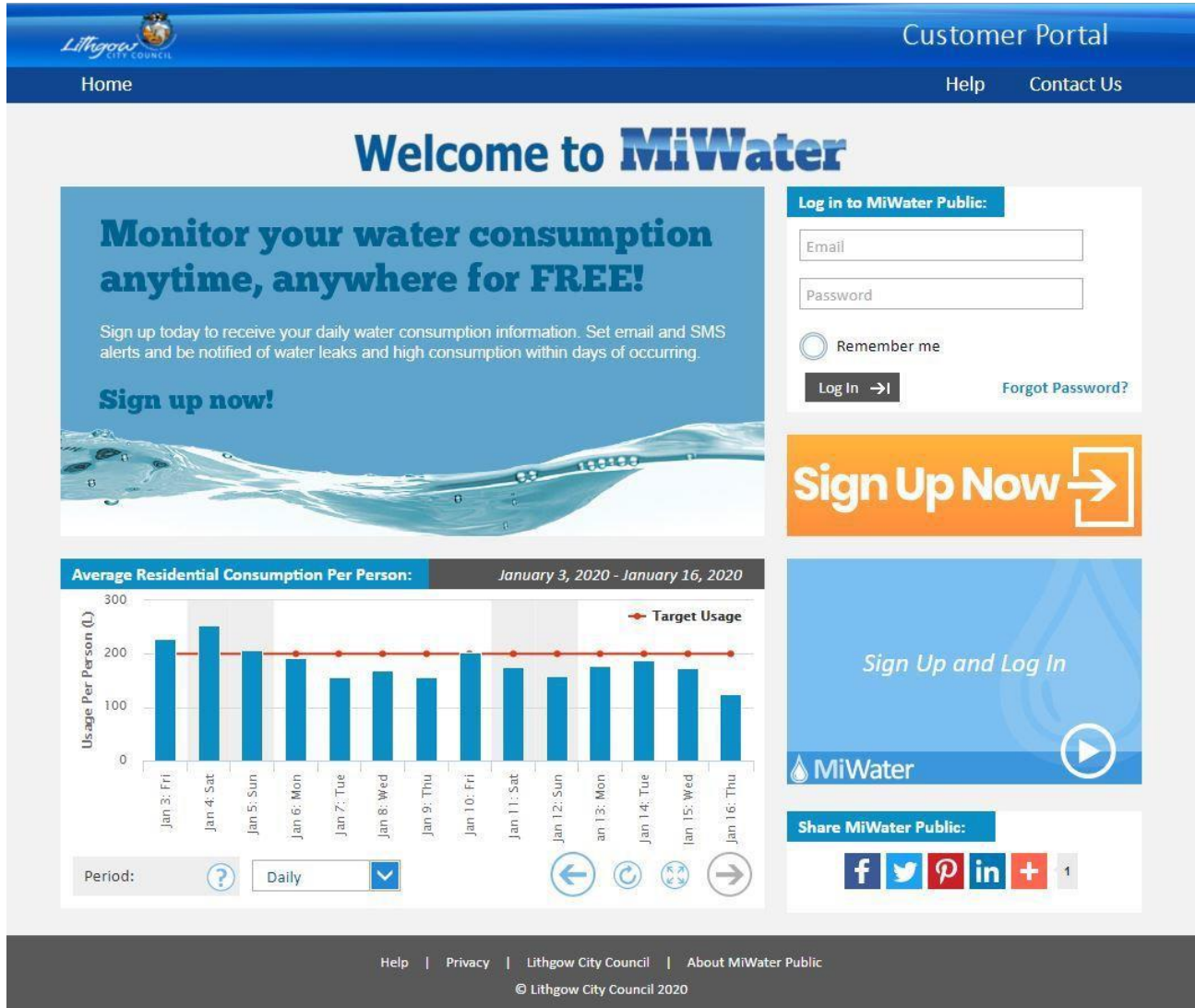


# Sign Up to MiWater Public

To sign up for MiWater, click the **Sign Up Now** button on the home page.



The screenshot shows the 'Customer Portal' for MiWater Public. At the top, there is a navigation bar with 'Home', 'Help', and 'Contact Us'. The main heading is 'Welcome to MiWater'. A large blue banner on the left says 'Monitor your water consumption anytime, anywhere for FREE!' and includes a 'Sign up now!' button. To the right is a login section with fields for 'Email' and 'Password', a 'Remember me' checkbox, and 'Log In' and 'Forgot Password?' buttons. Below the banner is a bar chart titled 'Average Residential Consumption Per Person: January 3, 2020 - January 16, 2020'. The chart shows daily usage in liters per person, with a red line indicating 'Target Usage' at approximately 200L. The x-axis lists dates from Jan 3 to Jan 16. The y-axis ranges from 0 to 300. At the bottom of the chart, there is a 'Period:' dropdown menu set to 'Daily' and navigation arrows. To the right of the chart is a 'Sign Up and Log In' button with a play icon. Below that is a 'Share MiWater Public:' section with social media icons for Facebook, Twitter, Pinterest, LinkedIn, and a plus sign for more options. The footer contains links for 'Help', 'Privacy', 'Lithgow City Council', and 'About MiWater Public', along with the copyright notice '© Lithgow City Council 2020'.

Date	Usage Per Person (L)	Target Usage (L)
Jan 3: Fri	220	200
Jan 4: Sat	250	200
Jan 5: Sun	200	200
Jan 6: Mon	180	200
Jan 7: Tue	150	200
Jan 8: Wed	160	200
Jan 9: Thu	150	200
Jan 10: Fri	200	200
Jan 11: Sat	170	200
Jan 12: Sun	150	200
Jan 13: Mon	170	200
Jan 14: Tue	180	200
Jan 15: Wed	160	200
Jan 16: Thu	120	200

A screen will appear for you to enter your details.






For further information, please contact:

Lithgow City Council

Ph: (02) 6354 9999 | Email: [council@lithgow.nsw.gov.au](mailto:council@lithgow.nsw.gov.au)

## Sign Up for MiWater Public

### Sign Up for MiWater Public:

First Name:	<input type="text"/>
Last Name:	<input type="text"/>
Email Address: 	<input type="text"/>
Date of Birth: 	<input type="text" value="DD/MM/YYYY"/>
Register as Organisation: 	<input type="radio"/>
Mobile Number: 	<input type="text"/>
Phone Number:	<input type="text"/>
Select Password: 	<input type="text"/>
Re-Enter Password:	<input type="text"/>



I have read, understood and agree to the [terms and conditions and privacy policy](#) of this system.



Back

**First Name** - Enter your **First Name**

**Last Name** - Enter your **Last Name**

**Email Address** - The **Email Address** that you supply here will become your username for the MiWater system. After completing the sign-up process, a confirmation email will be sent to this address.

**Date of Birth**- Enter your **Date of Birth**. This date is used to validate your identity with your water utility.

**Register as Organisation?** - If you wish to register your user account as an organisation, tick the check box next to **Register as Organisation?**. This option is relevant to businesses, not for profit organisations or property agents. Selecting this option will present additional fields where you may provide an **Organisation Name**, **ABN** and **Website** and indicate whether your organisation will require **Real Estate Agent Rights**.

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**Mobile Number - Mobile Number** is an optional field for the MiWater system. It is however highly recommended to you provide this information as it is necessary in order to receive alerts and reports via SMS.

**Phone Number** -If you would rather supply a work or home **Phone Number** that is not your mobile you may do so here. You may also provide this number in addition to your mobile number.

**Select Password** - Complete the **Select Password** field. The password that you provide must be suitably complex in order to protect your account. It must adhere to the following rules:


- Minimum of 8 characters long.
- Must contain both uppercase and lowercase alphabetic characters (at least 1 of each)
- Must contain at least one numeric character (0-9).

**Re-Enter Password** -The **Re-Enter Password** field requires that you re-type your password. This is to make sure that it has been typed correctly.

The following fields are applicable to Organisations **only** -

- ❖ **Request Real Estate Agent Rights** - Check this box if your organisation will require real estate agent rights within MiWater.
- ❖ **Organisation Name** - Enter the **Organisation Name**.
- ❖ **ABN** - Enter your **ABN**.
- ❖ **Website** - Enter your **Website** address.

**Terms and Conditions** - To sign up for MiWater you must agree to the terms and conditions and privacy policy of the system. To agree, tick the check box next to **I have read, understood and agree to the terms and conditions and privacy policy of this system.**

**Save Signup**  Click the **Save Signup** button. If you have forgotten to complete any necessary fields then a popup window will alert you to the missing information. A red asterix \* will also be displayed adjacent to any incomplete or incorrect fields.

You will then be presented with a confirmation screen. Click **Yes** to proceed or **No** to cancel your sign up.

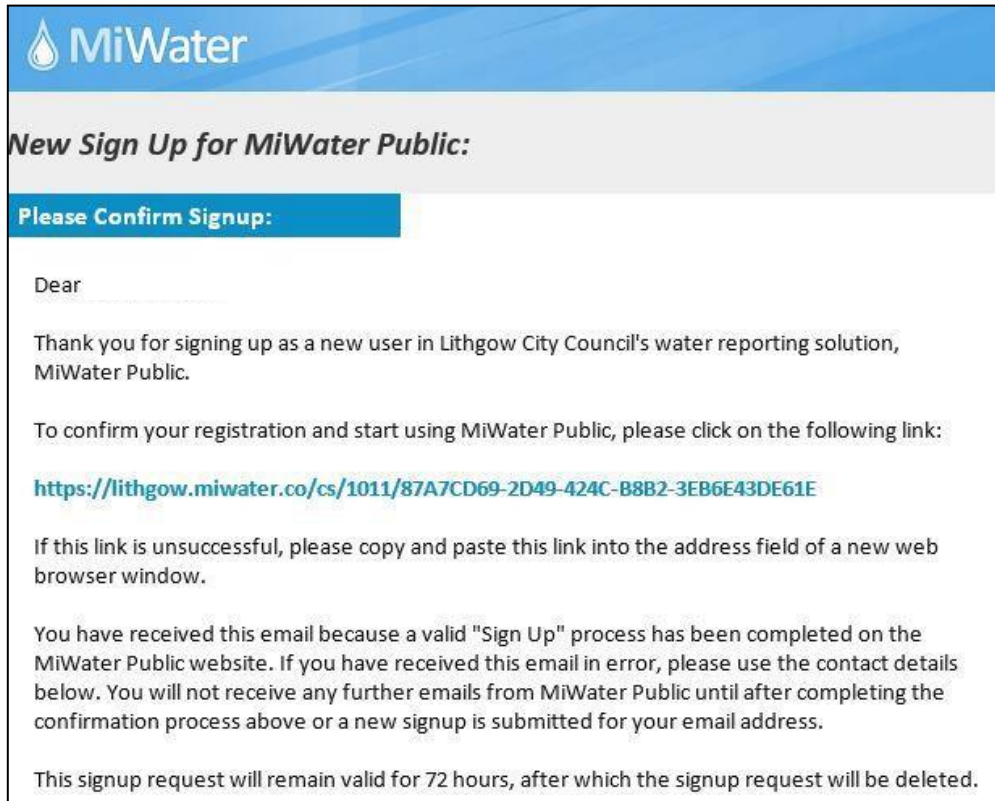


After clicking **Yes** you will be presented with a screen that indicates that your sign up was successful.



The next step is to **Verify Your Registration**. This process ensures that your email address is valid and that you can receive communications from MiWater.

You should receive an email to the email address that you entered during the sign up process. To **Verify Your Registration** click the confirmation link supplied in the email that you received from MiWater.



After clicking the confirmation link within the email, a screen confirming your successful account creation will appear. You have now successfully signed up for MiWater. Click on the **Return to Home Page** button to Log In.

