

URBION SINGLE UNIT WATER METER VIEW

➤ INTRODUCTION

After registering and opening our Urbion account, you will have access to:

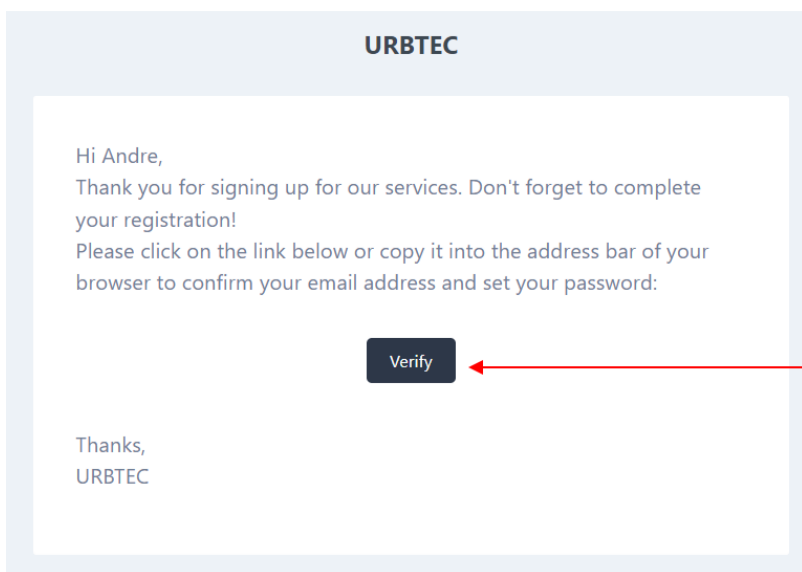
1. Photos of your water meter when we – Toip Charge – read your meter.
2. Historical consumption data.
3. Billing receipt, with a breakdown of all the water and sanitation charges for the last month.

➤ INITIAL STEPS

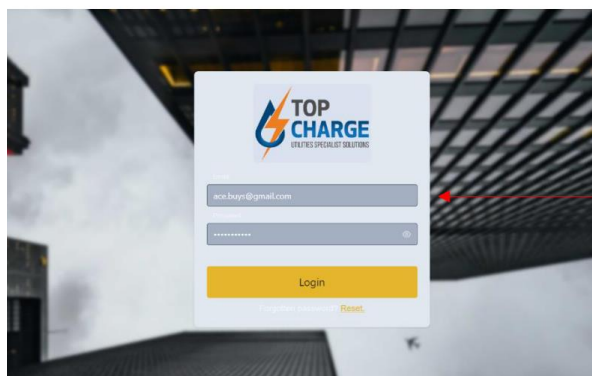
- ❖ To register on our system, please send your e-mail address, unit number and building name to support@topcharge.co.za
- ❖ Your email will be registered and an account opened.
- ❖ Thereafter, a verification link will be sent to your nominated e-mail address.

➤ LOGIN

- ❖ After receiving your verification e-mail, click on the verification link

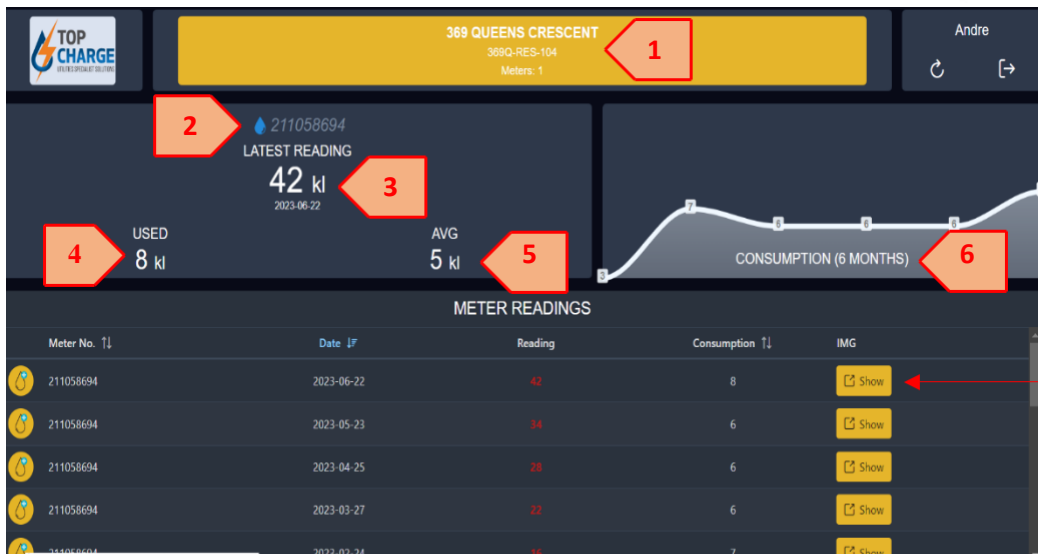


- ❖ Choose a Password and verify the same.
- ❖ Login by entering your e-mail address and password just created.



➤ OVERALL VIEW

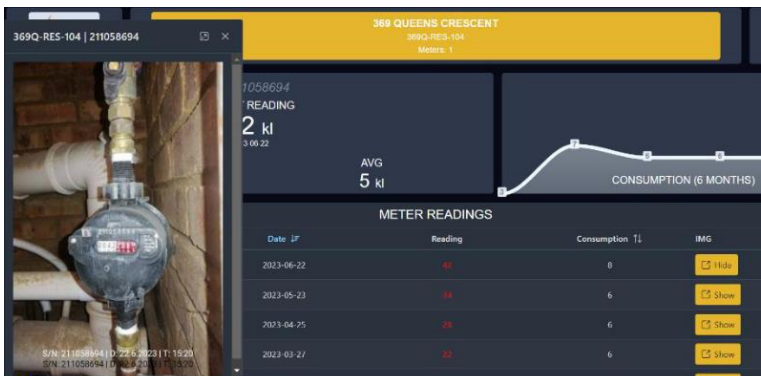
❖ You should be logged in, with the overall view as:



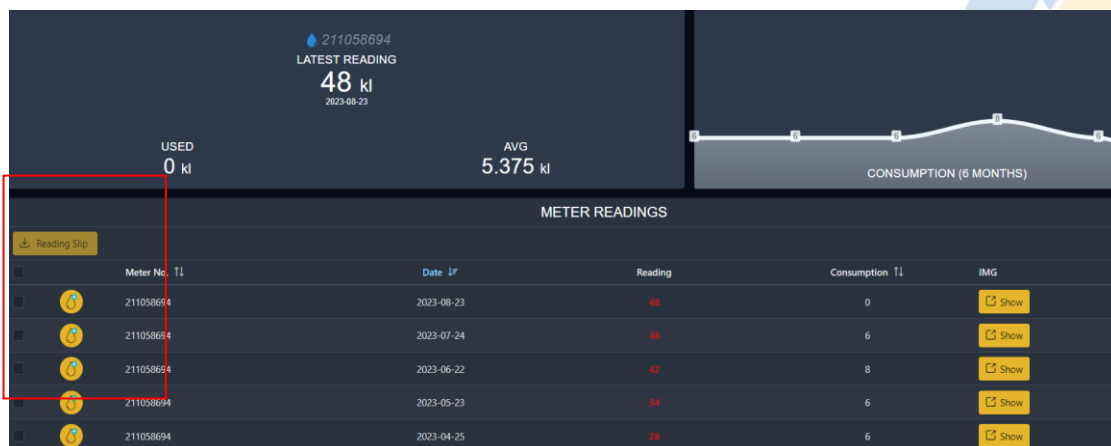
Viewing data:

1. Building and Unit ID
2. Meter number
3. Last reading
4. Last consumption
5. Average consumption
6. 6-month consumption graph

- ❖ To view your water meter reading, with a time stamp, click on “Show”.
- ❖ A photo of your water meter will pop up, showing your meter reading with time and date stamp.



- ❖ To view your Billig Receipt, tick the check box on the left of the consumption period you would like to view. Then click on the “Reading Slip” tab. A reading slip with billing information, the opening and closing readings and photos will be downloaded in pdf. Format.



Notes:

- Constant development will occur, with billing slips and more functions still to come.
- Should you need any assistance, please contact us at:
- Office tell: 012 030 1304,
- Support WhatsApp: 064 5978348, or
- E-mail us at: support@topcharge.co.za