

## HOW TO CHECK YOUR MONTHLY CHARGES LOADED OR PAID: PREPAID METERING

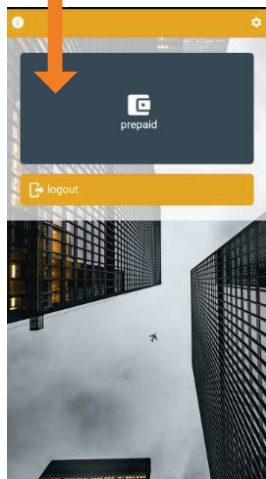
### STEP 1

Use your prescribed Login Detail and log in.



Click on the Prepaid tab

### STEP 2



### STEP 3

Check Charges tab in the top middle of graph.

Should this tab be on R0. There are no charges outstanding.

When there is an amount in this 'Charges' tab, this is the amount payable for monthly charges such as water and sanitation.

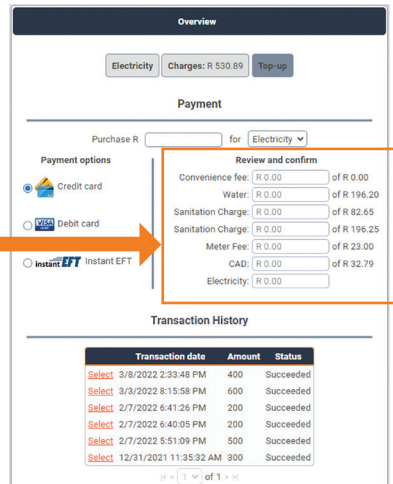


## STEP 4

To settle the amount and see the charge breakdowns, click on the Top Up tab.

A breakdown of charges will appear on your screen.

Chose Top Up amount, click 'Continue' and follow process.



**Overview**

Electricity Charges: R 530.89 Top-up

**Payment**

Purchase R 50.00 for Electricity

**Payment options**

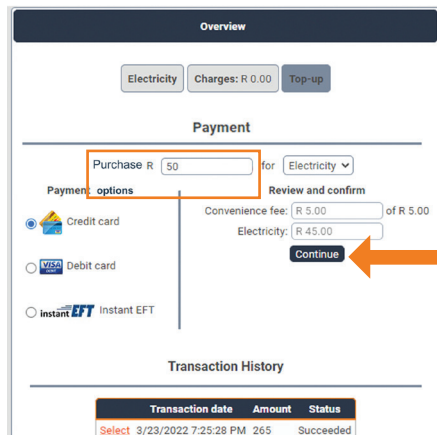
☒ Credit card ☐ Debit card ☐ Instant EFT

**Review and confirm**

Convenience fee: R 0.00 of R 0.00  
Water: R 0.00 of R 196.20  
Sanitation Charge: R 0.00 of R 92.65  
Sanitation Charge: R 0.00 of R 196.25  
Meter Fee: R 0.00 of R 23.00  
CAD: R 0.00 of R 32.79  
Electricity: R 0.00

**Transaction History**

Transaction date	Amount	Status
Select 3/8/2022 2:33:48 PM	400	Succeeded
Select 3/3/2022 8:15:58 PM	600	Succeeded
Select 2/7/2022 6:41:26 PM	200	Succeeded
Select 2/7/2022 6:40:05 PM	200	Succeeded
Select 2/7/2022 5:51:09 PM	500	Succeeded
Select 12/31/2021 11:35:32 AM	300	Succeeded



**Overview**

Electricity Charges: R 0.00 Top-up

**Payment**

Purchase R 50.00 for Electricity

**Payment options**

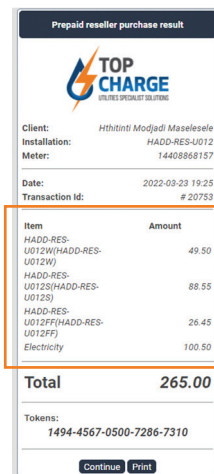
☒ Credit card ☐ Debit card ☐ Instant EFT

**Review and confirm**

Convenience fee: R 5.00 of R 5.00  
Electricity: R 45.00

**Transaction History**

Transaction date	Amount	Status
Select 3/23/2022 7:25:28 PM	265	Succeeded



**Prepaid reseller purchase result**

**TOP CHARGE**  
UTILITIES SPECIALIST SOLUTIONS

Client: Hhthinti Modjadi Maselesele  
Installation: HADD-RES-U012  
Meter: 1440886157  
Date: 2022-03-23 19:25  
Transaction id: # 20753

**Transaction History**

Item	Amount
HADD-RES-U012W(HADD-RES-U012W)	49.50
HADD-RES-U012S(HADD-RES-U012S)	88.55
HADD-RES-U012FF(HADD-RES-U012FF)	26.45
Electricity	100.50

**Total** 265.00

Tokens: 1494-4567-0500-7286-7310

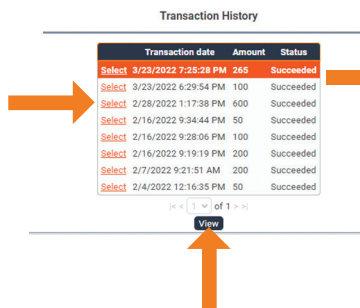
**Continue** **Print**

## STEP 5

After payment was done, the payment breakdown can be viewed through the transaction detail below the consumption chart.

To view, click on 'Select' next to transaction, then 'View' at the bottom of the page.

You will then be able to view the transaction, breaking down all cost and fees.



**Transaction History**

Transaction date	Amount	Status
Select 3/23/2022 7:25:28 PM	265	Succeeded
Select 3/23/2022 6:29:54 PM	100	Succeeded
Select 2/28/2022 1:17:38 PM	600	Succeeded
Select 2/16/2022 9:34:44 PM	50	Succeeded
Select 2/16/2022 9:28:06 PM	100	Succeeded
Select 2/16/2022 9:19:19 PM	200	Succeeded
Select 2/7/2022 9:21:51 AM	200	Succeeded
Select 2/4/2022 12:16:35 PM	50	Succeeded

**View**