MyMeterReads End User Guide

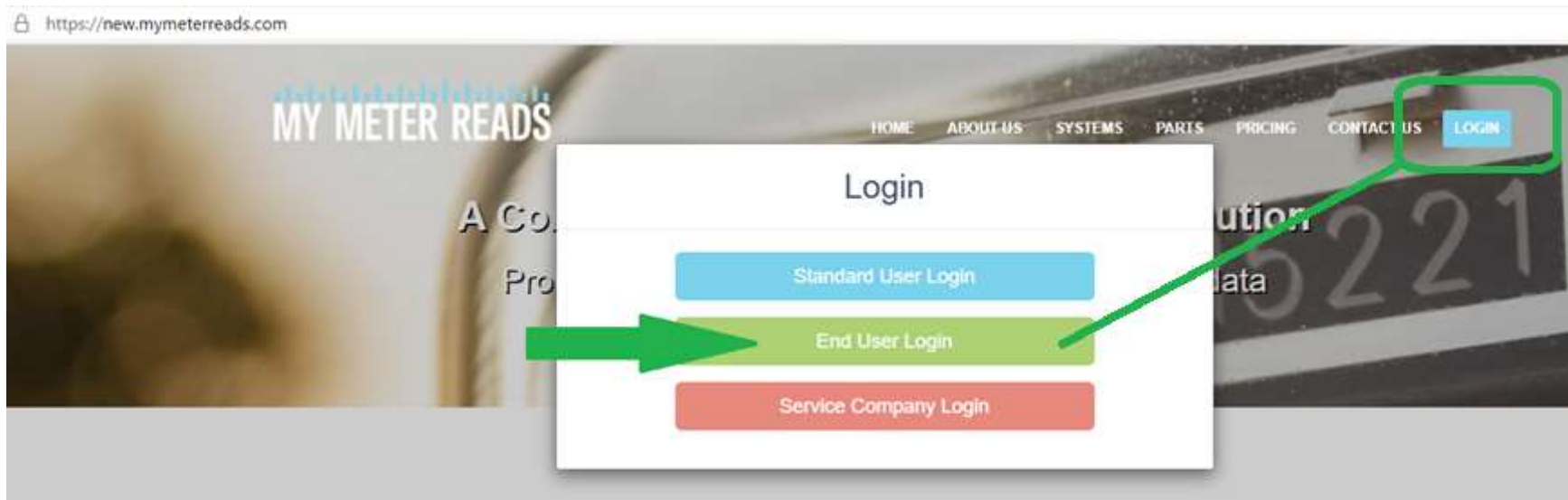Go to https://new.mymeterreads.com on your browser.

1. Select LOGIN in the upper right corner of page
2. Then select the End User Login

TCWSD Property Code to use: 2846

First time users will need to Register with your Email Address

Fill out the User Registration completely as shown below.

MY METER READS

HOME   ABOUT US   SYSTEMS   PARTS   PRICING   CONTACT US   LOGIN

→ **User Registration**

Get Access To Your Utilities Instantly.

Enter 1st and Last Name — End User Example

enter email address all lowercase — my@mymeterreads.net

create your own password — Password

re-enter same password as a confirmation — Verify Password

check this box and select applicable pictures to confirm you're not a robot — ☐ I'm not a robot — reCAPTCHA Privacy - Terms

Click on View Terms to see terms and conditions, then agree by turning on the selector button — View Terms — + Sign Up

First locate your community

1. Enter the Property Code provided on the front page.
2. Select "search"
3. Verify that the property name is correct, then "Select this Property"

Next locate your home/condo/apt/suite

Using the filter box(es) to narrow down selections in case your community has multiple phases with similar Bldg and Unit ID's. Then add your unit by clicking on Add unit to Dashboard.

Find
Accounts & Units

Dashboard : Find Accounts & Units

Search

Lets try to find your unit. Use these search utilites to find your unit.

Account Number		Property Code		Address
	OR	3519	OR	
If you have an account number, this is the most direct way to get to your unit		Please use the code provided by your billing company.		Please use the street number and name only

Q Search   **C Clear Form**

Units

Property Name	Building	Unit ▲	Utility	Assign
Penrose Water District	I Street	1000	💧	Add unit to Dashboard
Penrose Water District	S Street	1000	💧	Add unit to Dashboard
Penrose Water District	I Street	1001	💧	Add unit to Dashboard
Penrose Water District	L Street	1001	💧	Add unit to Dashboard
Penrose Water District	11th Street	1002	💧	Add unit to Dashboard
Penrose Water District	L Street	1002	💧	Add unit to Dashboard

You should see this pop-up when you had successfully added metered points to your End User Account.

Your account/billing representative will need to confirm your account prior to viewing your meter reads dashboard. After your account is confirmed you will log into new.mymeterreads.com with your email address and password.
You may want to contact your representative to let them know that you have registered so they can activate your account.

This will return you to your dashboard and you will see the current month Usage displayed for each metered point chosen.

Click anywhere on a metered points information chart and it will take you to that specific metered points data where you can view historical information. (see next page for reference).

Penrose Water District

◀ Lots 7 & 8 Block 107
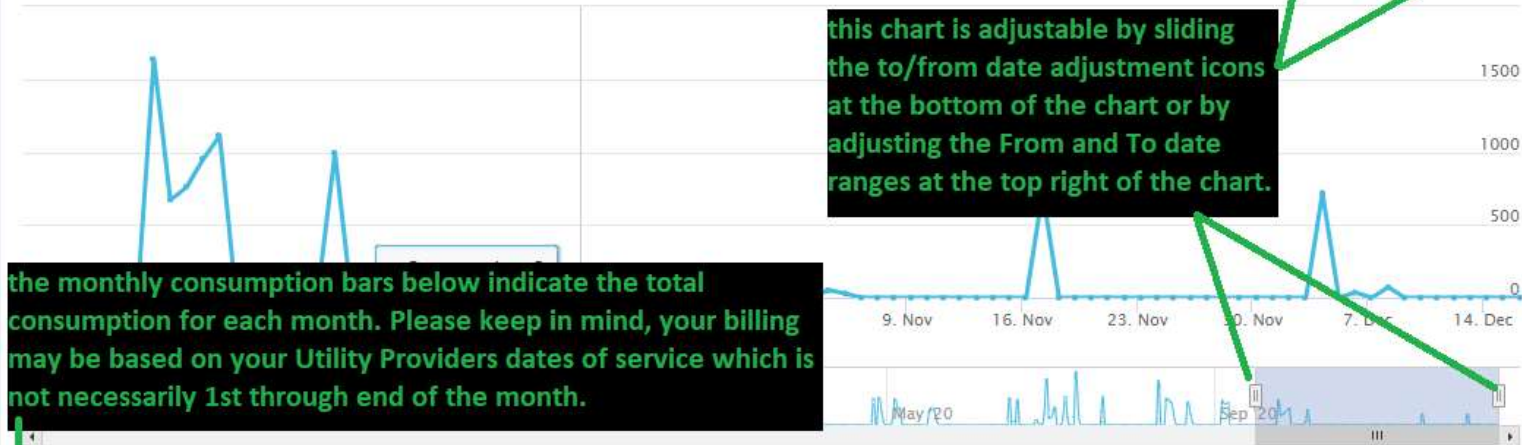
Penrose, CO 81240

All Water
Building

Remove Unit

choose remove unit if you have accidentally added an incorrect metered point for viewing

Dashboard › Penrose Water District Building:

Current Consumption for Building:

Zoom 1m **3m** 6m YTD 1y All

From Sep 16, 2020 To Dec 16, 2020

this chart is adjustable by sliding the to/from date adjustment icons at the bottom of the chart or by adjusting the From and To date ranges at the top right of the chart.

1500

1000

500

0

9. Nov   16. Nov   23. Nov   30. Nov   7. Dec   14. Dec

the monthly consumption bars below indicate the total consumption for each month. Please keep in mind, your billing may be based on your Utility Providers dates of service which is not necessarily 1st through end of the month.

May/20   Sep 20

Consumption for December 01, 2020 - December 16, 2020 **828 Gal.**

Consumption for November 01, 2020 - November 30, 2020 **807 Gal.**

daily reads can be viewed by clicking on the expansion arrows for each month to the right

Consumption for October 01, 2020 - October 31, 2020 **1060 Gal.**