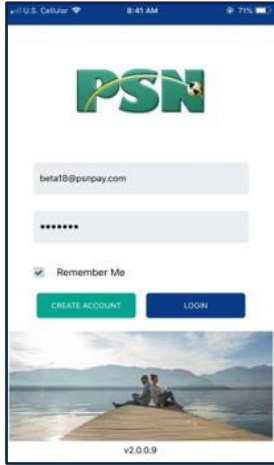


Halstad Utility Customers:

# How to Register and Make a Payment on the PSN Mobile App

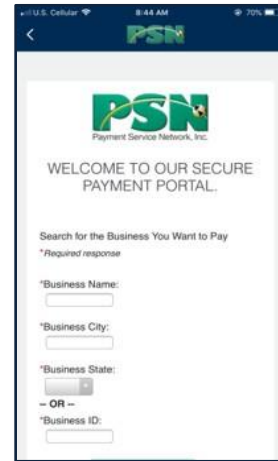


1



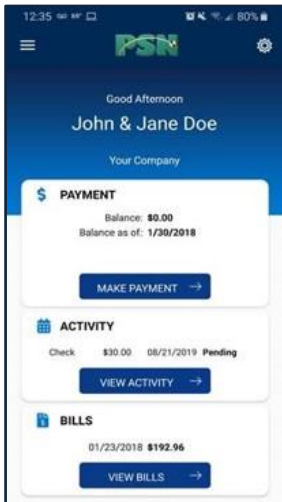
On your first visit, click "Create Account" on the left. On future visits (or if you've already registered online) you can click "Login"

2



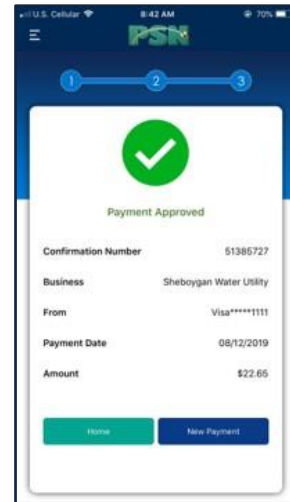
Enter the business name, city, and state and click "Search" to locate the correct account. Follow the prompts to register for an account.

3



Once registered, click on "Make Payment" from the homescreen to begin your payment process.

4



Follow the prompts until you reach the "Payment Approved" screen. Congrats! You've made your payment using the PSN mobile app.

If you have questions on the amount of your bill or your account number, please call the utility office at 218-456-2128. If you have questions on paying or viewing your bills online, please call PSN at 866-917-7368.