

Online Portal Registration

Follow the steps below to sign up for the online payment portal:

- 1- Go to <https://saranaclake.merchantransact.com/>
- 2- Click Sign Up
- 3- Enter your account information
- 4- Click "COMPLETE REGISTRATION"
- 5- Confirm verification email (Email will be sent to email address used to create account)



Village of Saranac Lake, NY

518-891-4150
taxinfo@saranaclake.ny.gov

**WELCOME TO THE VILLAGE OF SARANAC LAKE
ONLINE PAYMENT PORTAL**

AutoPay
Paperless Billing
E-Bill Notification
Billing History
Meter Consumption History

Welcome

LOGIN

Email
This field is required

Password
This field is required

Remember Me

LOG IN

[Forgot Password?](#)

Sign Up
Don't have an account? Save payment info for future use.

One Time Payment
Make a payment without registering.

[Contact Us](#)

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Sign Up > New User Registration

Account Information

Create your account.

Email taxinfo@saranaclake.ny.gov	Confirm Email *
Password *	Confirm Password *

- Password must be at least 8 characters in length, and include three of the following:
- Lowercase Letters
 - Uppercase Letters
 - Numbers
 - Special Characters (!, @, #, \$, %)

Utility Bill Verification

A recent utility bill is required to fill in some of the information below.

House/Building Number *	Utility Account Number *
	<small>Please make sure you enter the account number with all leading and trailing zeros and dashes. For example: 123456-123</small>

Payment **Coupon** Reference No: 000000000

AMOUNT DUE TOTAL AMOUNT DUE BY 7/31/2024 164.65

ACCOUNT INFORMATION PLEASE RETURN THIS PORTION ALONG WITH YOUR PAYMENT. PLEASE MARK CHECK PAYABLE TO: **VILLAGE OF SARANAC LAKE**

ACCOUNT: 123456-000	AMOUNT ENCLOSED	REMIT PAYMENT TO:
SERVICE ADDRESS: 4444 S. 1ST		
SERVICE PERIOD: 3/1/2024 to 5/31/2024		Village of Saranac Lake
BILLING DATE: 7/1/2024		39 Main St. Suite 9
PAST DUE DATE: 8/1/2024		Saranac Lake, NY 12983
DUE DATE: 7/31/2024		

OUR CUSTOMER: 12345 1ST SARANAC LAKE, NY 12983

COMPLETE REGISTRATION

[Forgot Password?](#)