

# **ONLINE PAYMENT**

Online payment is available for customers who wish to pay for library room rental and proctoring services using a credit card.

To access online payment, you will need your City of Markham barcode and PIN. Please note that these are different than your Markham Public Library barcode and PIN. If you have any questions or are not sure if you have a City of Markham barcode, please contact the City of Markham Contact Centre at 905.475.4731 or library staff at 905.513.7977.

**STEP 1: Go to** <u>https://econnect.markham.ca</u> *Please use Google Chrome to access this service.* **STEP 2: Click "Login."** 



STEP 3: Sign in with your City of Markham account.

User Login	×
Please identify yourself to the system by signing in below. For more information about Client Barcodes and Account PINs, click on the 'Help' tab.	
*Client Barcode:	
*Account PIN Forgot Password?	
Login	
NOTE: When clicking on the 'Forgot My Password' option, you will be prompted to enter your e-mail address. The system will try to match it to one we currently have stored in our database. If you did not provide us with this e-mail address, we will not have it on file, and you will not be able to use this feature. Call the registration office for further details.	

STEP 4: Click on "My Account."



www.markhampubliclibrary.ca 905.513.7977

#### STEP 5: Click "Make a Payment."

Start Programs Facilities	≒ Cart (0)
My Account Information To make any changes to your account profile, please contact th highly recommended.	e registration office at 905-475-4731. Listing your email address is
<ul> <li>To withdraw from a course: click 'Withdraw' and follow th course using the online system once the course has starte.</li> <li>To make a payment on your account without registering:</li> <li>If you have a credit balance and would like a refund: plee</li> <li>NOTE: Any credit balances that remain unused on a client</li> </ul>	ne withdrawal instructions. You will not be able to withdraw from a ed. Please see the refund policy on the help page. click 'Make a payment'. ase contact the Registration office. t account for two (2) years will be cleared.
My Account	Degictrophy
Current Balance:\$40.73 Details Future Balance:\$0.00	(Main Contact)
Make a Payment	Birth date: ASK Gender:
	F 11 11/1

#### STEP 6: Enter credit card information.

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The completion of this transaction constitutes consent by the applicant to the collection, use, disclosure, storage and destruction of the information contained herein by the Town for the purpose for which it was collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and the Personal Information Protection and Electronic Documents Act.

Pay Current Balance		40.73
Pay F	uture Balance	0.00
Pay Specific Amount		0.00
	Card Number: 12341234123 Exp. Date: 1 • 2017	341234

### STEP 7: The system will give you a confirmation of payment.

Please print out the receipt and save it for your records. No other confirmation will be given.

## Thank you for using the Markham Public Library!