

Sign up
NOW
for SmartHub
or Pay by
Bank!



Payment Options

Pay In-Person

To pay your RTC bills in person during business hours, visit one of our three offices.

Parshall

24 Main Street N
Parshall, ND 58770
Monday-Friday 8:00 a.m. - 4:30 p.m.

New Town

202 College Drive
New Town, ND 58763
Monday-Friday 8:00 a.m. - 12:00 p.m.,
12:30 p.m. - 4:30 p.m.

Watford City

701 14th Street SW
Watford City, ND 58854
Monday- Friday 8:00 a.m. - 12:30 p.m.,
1:00 p.m. - 4:30 p.m.

Mail

Please mail your payment to:

RTC
PO Box 68
Parshall, ND 58770

By Phone:

To pay your RTC bill by phone please call
844.829.1960
or
888.862.3115 and press option #1

SmartHub Information

You can pay your RTC bill online using your Discover, Visa, or MasterCard or with your checking account. Once you have registered with SmartHub, you will receive an email notification each month when your RTC bill is ready. It's an easy and convenient way to pay your bill.

To sign up for SmartHub:

- Go to www.RTC.coop.
- Click on "My RTC" at the top of the page.
- Click on "Pay Bill" from the drop down menu.
- Click "Sign up to access our Self Service site."
- Fill out the New User Registration, and click submit.

Auto Pay

Use SmartHub to set up your account for Auto Pay using credit/debit card or checking account. Payments will be automatically taken out of your account on the 15th of each month or the first business day thereafter.

To sign up for Auto Pay online:

- Log in to SmartHub
- Under Billing and Payments, click on Auto Pay Accounts
- Click on Sign up for Auto Pay under Actions on the right hand side of the page
- Set up Auto Pay using your Credit/Debit Card or your Checking Account
- Fill out information and click submit

**Questions? Contact RTC at 0811 from
an RTC landline or at 888.862.3115**

Pay by Bank Authorization

- Checking Account (**you MUST attach a voided check**)
 Savings Account (**you MUST attach a deposit slip**)

Name (as it appears on your RTC account)

Telephone Number

RTC Account Number

Name of Financial Institution

Routing Number

Bank Account Number

Signature: _____
(Signature must match name on account)

Date: _____

I hereby authorize the financial institution above to pay my monthly RTC service bill by charging my account for each payment. I agree that each payment shall be the same as if it were an instrument personally signed by me. This authority is in effect until revoked by me in writing or by email, no less than 3 days prior to the date of the recurring payment. In addition, I have the right to stop payment of a charge by timely notification to RTC no less than 3 days prior to the date of the recurring payment. If I close or change my account, I will notify RTC. I understand, however, that both the financial institution and RTC reserve the right to terminate this payment plan, or my participation therein.

**About two months after you sign up, you'll receive a notice on your RTC statement that says, "Pay by Bank- Do Not Pay." Until you see that statement, continue to pay your bill using your current method. Payments will be deducted the 15th of each month or the first business day thereafter.*