How to Register for iCity Online Citizen Portal – Property Taxes

1. Obtain your Access Code/PIN. This number can be found on the top left of your bill above the roll number. See the sample below. Property owners can also email admin@eganville.com to request the Access Code/PIN.

TOWNSHIP OF BONNECHERE VALLEY 49 BONNECHERE ST E P.O BOX 100 EGANVILLE ON K0J 1T0 Tel. No. : (613) 628-3101	TAX BILL	FINAL 2025
		Billing Date Aug 20, 2025

Access Code/PIN 99999

Roll No. 4738 000 00000000.0000	Mortgage Co:
	Mortgage No.
SMITH, JOHN 123 MAIN ST EGANVILLE ON J0J 1T0	SMITH, JOHN 123 MAIN ST EGANVILLE ON J0J 1T0

2. Visit the Township of Bonnechere Valley website https://www.bonncherevalleytwp.com/ and click on **iCity Online Citizen Portal**

3. Click on **Link & Register**

4. Click on **Show Me How**

5. Click **Select Account Type**, then select **PT-Property Taxes**

6. Select your Jurisdiction from the four options (016, 036, 038, or 039). The Jurisdiction is the three numbers in your roll number that follow 4738.

7. Enter the remaining 12 digits of your roll number and include the decimal

8. Enter your Access Code/PIN

Home   Online Services ▾   **Link & Register**

What type of Account are you trying to add?

PT-Property Taxes ▾

Add PT Account

Please enter your roll number including the first 3 digits, roll number with the .0000

TOWNSHIP OF BONNECHERE VALLEY 49 BONNECHERE ST E P.O BOX 100 EGANVILLE ON K0J 1T0 Tel. No. : (613) 628-3101	**TAX BILL**	**FINAL 2025** Billing Date Aug 20, 2025

Access Code/PIN **99999**

Roll No. **4738 000 00000000.0000**	Mortgage Co:
	Mortgage No.

SMITH, JOHN 123 MAIN ST EGANVILLE ON J0J 1T0	SMITH, JOHN 123 MAIN ST EGANVILLE ON J0J 1T0

Jurisdiction: 016-BONNECHERE ▾
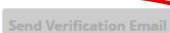
Roll: [   ]

Access Code / Pin: 99999

Please Notify me by Email that my Property Tax   ⓘ   ☐
Notice is Ready:

I will View my Property Tax Notice Online: ⓘ   ☒

Attach a PDF Copy of the Property Tax Notice to the   ⓘ   ☐
Email:

Email Address: ⓘ   [   ]   Send Verification Email

Verification Code   ⓘ   [   ]

Cancel   **Save**

9. Select your preferences

10. Enter your email address and click **Send Verification Email**

11. Retrieve the Verification Code from your email and enter the code, then click **Save.** The email will come from ebilling@eganville.com. Please note that this email is not monitored regularly. Check your spam/junk folder if you are having trouble receiving the email.

12. Create a User Name.

Just a couple more steps to setup your personal access account for the site.

User Name: Please use only letters, numbers, periods, dashes and underscores.
Password: Your password must contain 12 characters including at least 1 special character.
Check your spam/junk email if you are having trouble receiving your emails.

User Name:	XXXXXXXXXX
Email Address:	XXXXX@XXXX.com Send Verification Email
Verification Code:	
Password:	
Confirm Password:	

Back   Save

13. Create a password. Retype to Confirm Password.

Just a couple more steps to setup your personal access account for the site.

User Name: Please use only letters, numbers, periods, dashes and underscores.
Password: Your password must contain 12 characters including at least 1 special character.
Check your spam/junk email if you are having trouble receiving your emails.

User Name:	XXXXXXXXXX
Email Address:	XXXXX@XXXX.com Send Verification Email
Verification Code:	
Password:	**************
Confirm Password:	**************

Back   Save

14. Click **Send Verification Email**

15. Retrieve the Verification Code from your email and enter the code, then click **Save.** The email will come from it@eganville.com. Please note that this email is not monitored regularly. Check your spam/junk folder if you are having trouble receiving the email.

16. Your account is now linked to your profile. You can click on the account to view the account information. If you need to link another water & sewer or tax account to your profile, click on the Select Account Type drop down arrow and follow the steps.

	Module		Account Code		Name	Linked
Edit	PT-Property Taxes		xxx xxxxxxx xxx			Linked

Showing 1 to 1 of 1 entries   First   Previous   1   Next   Last

Need to Add an Account?

Select Account Type ⌄

ViewProfile

Edit Profile

My Account