
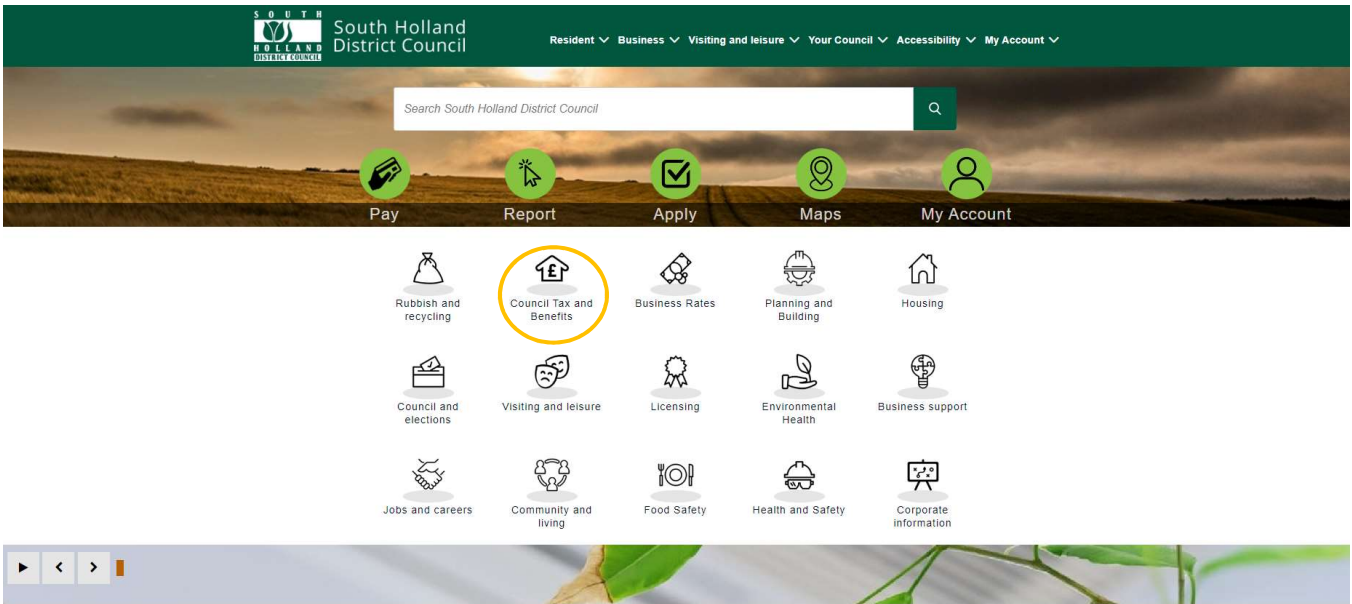


To view your Council Tax account online you will need to register for the service as follows:

Please note: Users accessing our online services with a mobile or tablet may find the layout of the screens/options slightly different to those shown in this guide, however the registration process itself will be the same. The menus/options that are not instantly viewable by mobile/tablet users should be available by selecting the  icon.

- Select the 'Council Tax & Housing Benefits' icon from the homepage at www.sholland.gov.uk



- Select 'Your Self Serve Account':



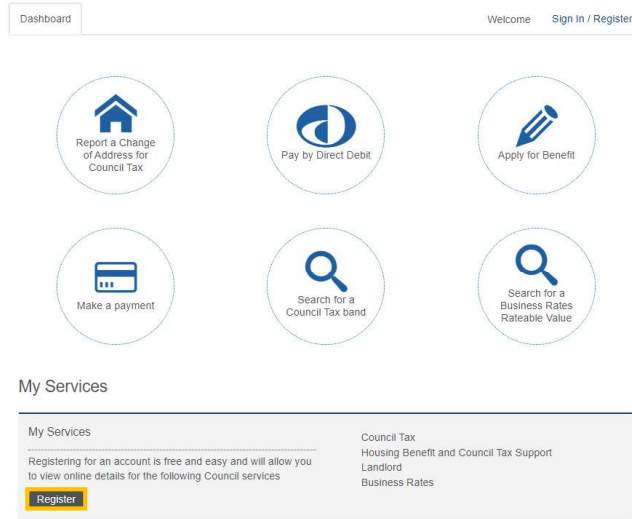
- Select the 'Self-Serve' link:

Save Yourself Time, Do It Online

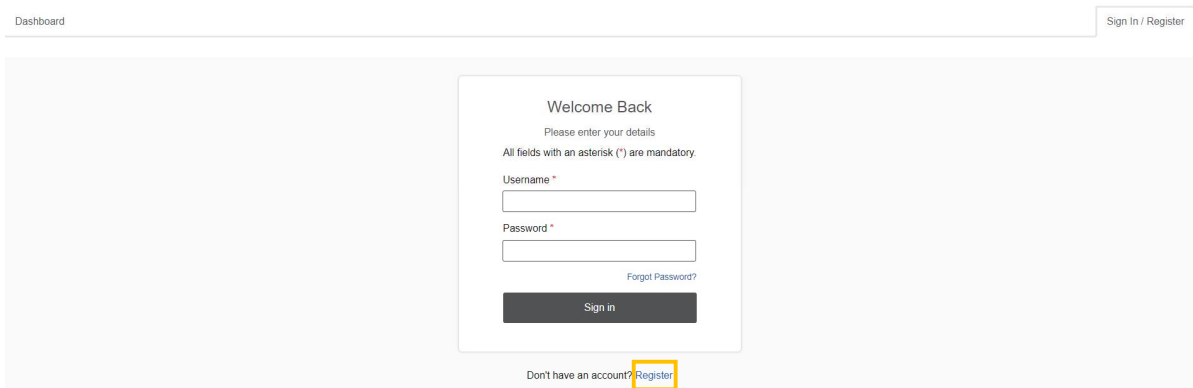
Create or log in to your **Self-Serve** account to:

- Apply for benefit
- View your Council Tax account details
- Report a change of address for Council Tax
- Pay by Direct Debit
- Make a payment
- See how much benefit you are getting
 - How we have worked this out
 - When your next payment is due
 - The date and amounts of payments already made
- See letters we have sent you
- See any overpayments

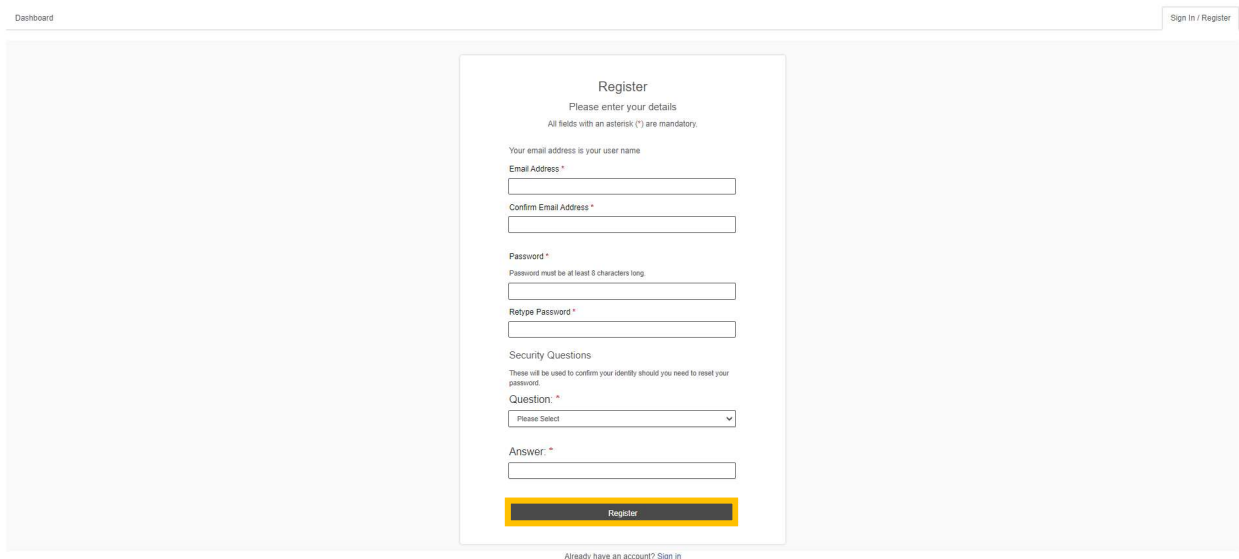
- Select 'Register'



- Select 'Register'



- Enter the required details and select 'Register':



- You will see a message advising that an email has been sent to the email address provided on the registration form, containing a link that you will need to follow in order to activate your account:

An email has been sent to _____ containing a link which will activate your account.

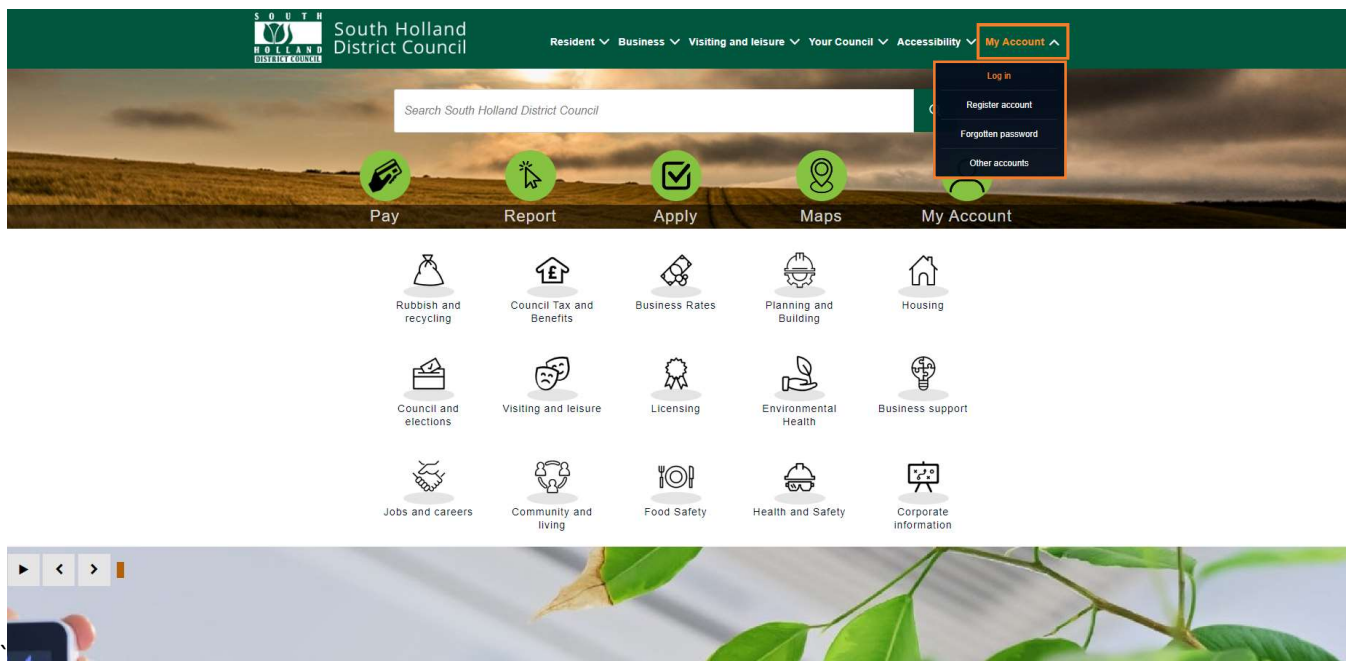
ⓘ Your account will not be active until you follow the link in your email.
 The email sent to you for activation may appear in your 'Junk' folder instead of your 'Inbox'.
 Now please close this page and go to your email account.

- When you receive the email, click on the link to verify your email address & complete the registration process.

Please note:

- South Holland District Council also have a service called 'My Account' accessed from the homepage of the www.sholland.gov.uk website.

This service allows residents to login and view waste collection details, Councillor details etc. 'My Account' requires a separate registration and login process to your online Council Tax Account. You can access your online Council Tax Account through a link in 'My Account' but you would need to login in to 'My Account' (once registered) first, select the link to view your Council Tax Account online, and then login to your Council Tax account.



Also see:

- Self Serve Login Guidance
- Self Serve Login with a PIN Guidance
- Self Serve Adding a Service and-or Account Guidance
- Self Serve Updating Your Details Guidance