

How to Set Up Your Online Property Tax Portal


The Township of Whitewater Region has launched an online portal for property tax accounts, allowing residents to access their tax information digitally.

Important Note: By setting up your online account, you are opting out of receiving a green paper tax bill in the mail. All future property tax notices and statements will be available electronically through the portal.

Step 1: Locate Your Roll Number and Access PIN

Before you begin, find your most recent property tax bill. You will need:

- **Roll Number** – This is a unique identifier for your property, found on your tax bill.
- **Access Code / PIN** – A secure PIN provided on your tax bill to verify your identity.

		TOWNSHIP OF WHITEWATER REGION 44 MAIN STREET PO BOX 40 COBDEN ON K0J 1K0 Tel. No. : (613) 646-2282		TAX BILL		INTERIM	
				Billing Date		February 2025	
Roll No. 4758 059 1234567.0000				Mortgage Co:			
Access Code / PIN 12345				Mortgage No.			
OWNER NAME(S) OWNER MAILING ADDRESS TOWN, PROVINCE, POSTAL CODE				OWNER NAME(S) PROPERTY ADDRESS PLAN_LOT_REG_AC_FR_D_			

Step 2: Visit the Online Portal






1. Go to the official Township of Whitewater Region online portal at:
<https://ico.whitewaterregion.ca/>
2. Click on the blue "here" button located in the Welcome paragraph on the right-hand side.

Welcome to Whitewater Municipal Online Services

Whitewater Region now brings you the convenience of managing your accounts online and at any time. To use the Online Services you will need your PIN ID NUMBER which is printed on your bill or statement. You can also obtain your PIN number by calling the regional office. We are dedicated to protecting your privacy and safeguarding your personal financial information. This is a secure site. Upon successful login, you will be given access to the Online Services applicable to your account. To link and register your account click [here](#)

This site is best accessed using Google Chrome or Firefox

Quick Links

-  Property Tax
-  Utility Billing
-  Accounts Receivable
-  Tax Certificates
-  Pet License

Step 3: Register for an Account

1. Select the “**Show Me How**”


Welcome to Online Services

User Name:

Password:

Not Setup for Access on our Site?

Online account registration gives you the freedom to access all of your accounts through a single, safe, and secure access point.



2. Using the drop-down menu select Property tax

What type of Account are you trying to add?

Select Account Type

Add PT Account

Jurisdiction:

Roll:

Access Code / Pin:

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:

Verification Code

3. Using the drop-down menu beside **Jurisdiction** enter the first three digits of your roll number **AFTER** the 4758. Example: 4758 **059**

4. Enter your **Roll Number** exactly as it appears on your tax bill after the jurisdiction numbers. Example: 1234567.0000
5. Enter your **Access Code / PIN** to verify your property ownership.
6. Select how you wish to receive your online bills. If you select Attach a PDF you can still view your bill in the portal.
7. Provide an email address for account notifications and select “**send Verification Email**” **Note: emails may be hiding in your junk mailbox.**
8. Check your email inbox for a verification code.
9. Enter the verification code in the **Verification Code** box
10. Select “**Save**”
11. Follow the on-screen prompts to create a username and password. Another verification code must be sent. **No spaces can be in the username only letters, numbers, periods, dashes or underscores. It will not accept an email address as a username. The password must contain 8 characters including at least 1 special character.**