

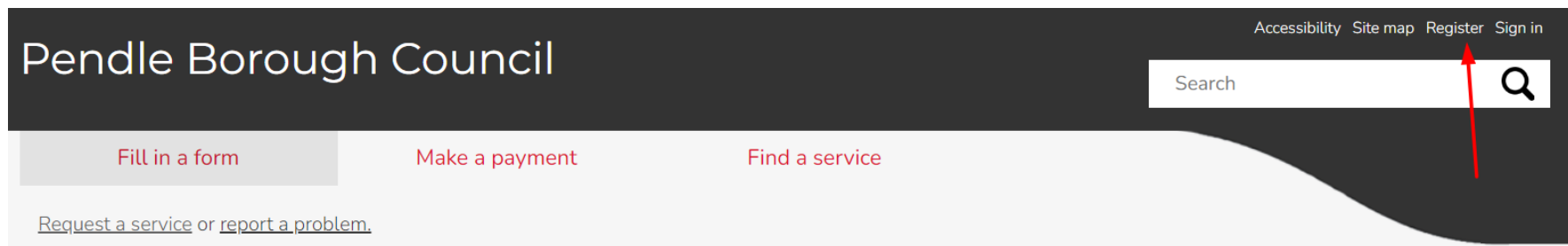
## Linking Pendle My Account to Council Tax, Benefits or Business Rates

Follow these instructions to link My Account on [pendle.gov.uk](http://pendle.gov.uk) to your online Council Tax, Benefits or Business Rates account.

You will only need to link your account once. When you have completed the following steps, the accounts will be linked permanently.


Create My Account on [www.pendle.gov](http://www.pendle.gov).

Register for a Jadu account or, if already registered, sign in.



Follow the instructions on the screen. Enter your email address.

When you have submitted your email address you will need to verify the email in your inbox.

  
**Pendle Borough Council**


Once registered you can track the progress of your cases and collaborate in real time.

**Create an account**

It only takes a few minutes. If you already have an account [Sign in](#)

Email

We're going to send an email to this address. You'll need to open it and click on the link to continue registration.

  
**Pendle Borough Council**

Once registered you can track the progress of your cases and collaborate in real time.

**Confirm your email**

Before you can continue you'll need to confirm your email address.

Click the link in the email we sent to **webmaster@pendle.gov.uk** to continue registration (it might take a few minutes to arrive and don't forget to check your spam folder).

Once registered you can track the progress of your cases and collaborate in real time.

**Create an account**

Almost there! Complete the details below to create your account. Required fields are marked with an asterisk (\*).

Title

First name \*

Middle names

Last name \*

**Date of birth**

Day Month Year

For example: 25 12 1980

Postcode \*

Telephone

Create a password \*

Min 8 characters, at least 1 upper and 1 lowercase character, 1 symbol and 1 number

To create a My Account you will need:

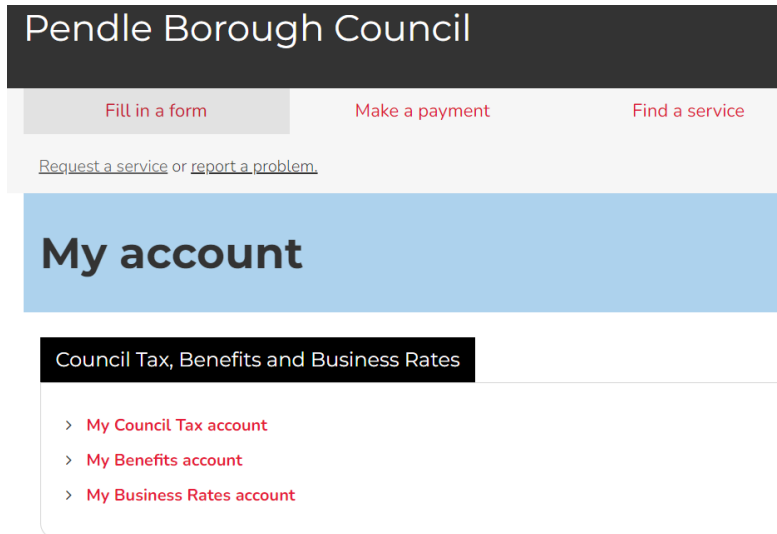
- Name
- Email
- Date of Birth
- Address
- To create a password (minimum 8 characters, 1 uppercase letter, 1 lowercase letter, 1 symbol, 1 number)

Login to My Account on Pendle.gov.uk

Now you have a My Account, login.

Choose which account you want to link to. (Council Tax, Benefits or Business Rates).

On the next screen **allow** authorisation to Northgate SSO (green button). This is our Council Tax, Benefits and Business Rates system.



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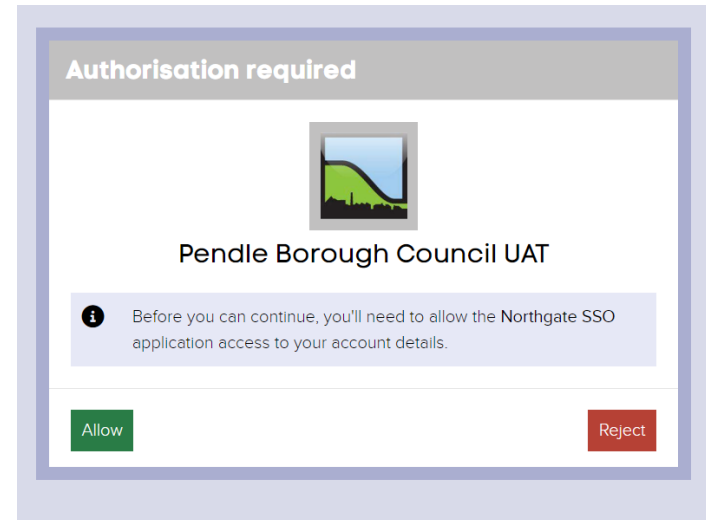
[Fill in a form](#) [Make a payment](#) [Find a service](#)

[Request a service](#) or [report a problem](#).


## My account

Council Tax, Benefits and Business Rates

- > [My Council Tax account](#)
- > [My Benefits account](#)
- > [My Business Rates account](#)



Authorisation required

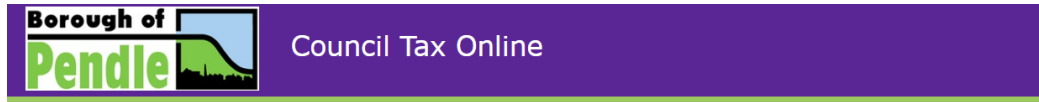


Pendle Borough Council UAT

**i** Before you can continue, you'll need to allow the Northgate SSO application access to your account details.

[Allow](#) [Reject](#)

Select Register to use additional council tax services. This is how we link your account information to My Account.



[Register to use additional council tax services](#)



## Council Tax Options

### Welcome

#### Pay by Direct Debit

Setting up a direct debit is a quick and easy way to pay your Council Tax. You will need your Council Tax account number and your bank account details.

[Set up a new Direct Debit](#)

[Amend an existing Direct Debit](#)

#### View your Council Tax account

[Tell us who you are](#) to:

- view your up to date account information
- check your balance, payments and bills
- switch to paperless billing
- update your contact details

When you identify yourself you will need to enter the details as on your latest Council Tax bill or recovery notice.

[← Previous](#)

## Register

Are you registering the account as a person or organisation?

Organisation

Person

First name

Last name

Council Tax account number

This can be found on your bill

NEXT

[← Previous](#)

## Security questions

Please answer any 2 of the following questions

Online reference

This can be found on your last bill or recovery notice

Current postcode

Last three digits of a telephone number you have

Last three digits of your bank account number

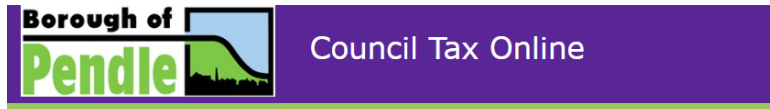
NEXT

You will need to enter your details so we can link your account.

You need two of the following to pass the security check:

- Account reference. The Council Tax, Benefits, Business Rates account numbers
  - o For Council Tax it is the 6 numbers before the dash XXXXXX-X
  - o For Business Rates it is the 7 numbers before the dash XXXXXXXX-X
- Name (full name or organisation name)
- Phone contact
- Post Code
- Bank account number

Enter your contact email address and select whether you want to sign up for paperless billing.  
(Paperless billing is where we email your bill rather than sending it in the post)



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## Register

Email address

Confirm email address

Apply for paperless billing

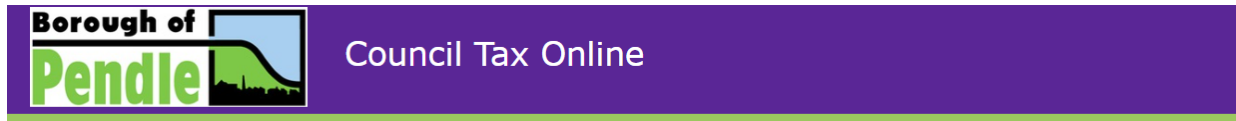
On selecting this option no paper bills will be received

 Yes No I agree with the [terms and conditions \(opens in a new window\)](#)

**SUBMIT**

Agree with the terms and conditions and submit.

Registration complete. You have now linked your Council Tax, Benefits or Business Rates account to your My Account.



### Registration complete

Your registration request has been accepted.

FINISH

[Cookies](#) [Contact us](#)

Now, when you login to My Account and select My Council Tax, My Benefits or My Business Rates you will go straight to your account information.

You will still need to select **Allow** authorisation to Northgate SSO each time, but you will not have to enter any more details.