How to Pay Your Invoice



1. Navigate to the Customer Self Service portal and click on the 'Pay Invoices' button.

2. Type the invoice number into the search box. The invoice number will be an eight digit number. Make sure to include the beginning 0's or the system will not be able to find your invoice.

Törcinitas (US	TOMER SELF SERVICE	Login or Register 🛛 🖶
	Home Report Issue Apply Today's Inspections Map Pay Involces Reports Search Q, Calendar 🔕	
	Invoice Search Essenth for invoices using order monce number; including any profess or suffices Q (provide)	

3. Click the 'Pay Now' button to continue to the payment screen.

	Home	Report Issue	Apply	Today's Inspections	Map Pay	y Invoices	Reports	Search Q	Calendar 🧿		
<back< th=""><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></back<>											
Invoice Number:									Pay No	yw	₿
Invoice Total:	\$425.0	00									
Status:	Due			Invoice Date:	05/11/2023	3		Due	Date: 06/10/2	023	
Description:	RNTL-	00000-0000									
Primary Fees Misc Fees	Payn	ments Attach	hments	Contacts							
Primary Fees									Sort	Fee Na	me 🗸
Fee Name	Fee T	īotal Am	nount Due	Case	Number		Case Type	Notes			
Regulatory Rental Short Term Application	\$425	i.00 \$4	25.00	RNTL	000000-000	00	Permit	Former \$150.0	ly EMC 9.38.040.4 0 Application Fee (1 Fixed	 22)
Results per page 10 👻 1	- 1 of 1		> >>								

4. Select your payment method, enter your payment information, and click continue to process your payment.

Enter your payment information	Summary	
e you going to pay? O Enter new credit card	Subtotal \$7,534.78 An additional fee may be charged based on your method of payment	
Enter new eCheck Where should we send your receipt?		
Email for receipt* You will not be charged until you review your payment on the next step		
Back	e	