

eTRAKiT Paying Fees

PAYING FEES

For permits, Public Registered Users, and Registered Contractors have the ability to pay fees.

For projects, only Registered Contractors have the ability have the ability to pay fees.

STEP 1: LOGIN

In order to pay fees, users must be logged in as a Public Registered User or a Registered Contractor (for permits), or logged in as a Registered Contractor (for projects).

STEP 2: FIND

Search for the Permit or Project that has outstanding fees to pay. Click on the record number hyperlink to open the record. **Note - for permits only**, the status of the permit must be set to READY TO ISSUE in order to pay fees.

My Dashboard

- Permits
 - ▶ Apply / New Permit
 - ▶ Search Permit
 - ▶ Pay Fees
 - ▶ View on Map
- Projects
 - ▶ Apply for New Project
 - ▶ Search Projects
 - ▶ Pay Fees
 - ▶ View on Map
- Professional
 - ▶ Search Contractors
 - ▶ Pay Fees
- Properties
 - ▶ Search Property
 - ▶ View on Map
- Inspections
 - ▶ Schedule
 - ▶ Cancel
 - ▶ View on Map
 - ▶ Scheduled
- License
 - ▶ Pay Fees
 - ▶ Renew
- Map
 - ▶ View Map
 - ▶ Locate My Address
- Shopping Cart
 - ▶ Pay All Fees
 - ▶ Paid Items
- Contact
 - ▶ Contact us

Hello Katie Test Electrical.
Below is a Dashboard of your current activities.









 **My Open Permit Applications**

9 total record(s) 

Applications In Progress	Permit Type	Created Date	
Continue	RESIDENTIAL COUNTER	12/23/2019	Delete
Continue	RESIDENTIAL COUNTER	12/23/2019	Delete
Continue	COMMERCIAL NEW	12/19/2019	Delete
Continue	RESIDENTIAL SOLAR	12/5/2019	Delete
Continue	COMMERCIAL NEW	12/3/2019	Delete
Continue	RESIDENTIAL COUNTER	12/2/2019	Delete
Continue	RIGHT OF WAY	11/29/2019	Delete
Continue	RIGHT OF WAY	11/29/2019	Delete
Continue	RIGHT OF WAY	11/29/2019	Delete

 **My Active Permits**

67 total record(s) 

PERMIT NO.	ADDRESS	TYPE	STATUS	INSPECTION	FEES DUE			
BLDG19-0065	4800 W 92n...	RESIDENTIAL COUNTER	READY TO ISSUE		\$2,470.12			
BLDG19-0070	7481 Newto...	RESIDENTIAL COUNTER	REMOVED	READY TO ISSUE	\$137.00			
BLDG19-0073	11589 Chas...	RESIDENTIAL EXTERIOR	REMOVED		\$252.92			
BLDG19-0074	4800 W 92n...	RESIDENTIAL COUNTER	RECEIVED		\$1,022.50			



STEP 3: PAY

Click on the Add To Cart or Pay All Fess hyperlink.

Search Results PRINT EXPORT TO EXCEL

Permit #BLDG19-0098

[Attachment](#) [Add To Cart](#)

Permit Info | Site Info | Contacts (1) | Fees \$400.00 | Insp

Description	Amount	Paid Date
ADAMS RESIDENTIAL	\$400.00	\$400....


Charged: \$400.00 Balance Due: \$400.00 [Pay All Fees](#)

STEP 4: SHOPPING CART

Confirm the permit or project you are about to pay, and then click on the PROCEED TO CHECKOUT button. Make sure the check box is marked in order to proceed to checkout.

Shopping Cart

Please see below. Listed are the Permit(s) and or Project(s) you may pay online at this time. Please make your selection(s).



Item	Type	Site Address	Amount
<input checked="" type="checkbox"/> PERMIT (BLDG19-0098)	RESIDENTIAL SOLAR	4800 W 92nd Ave	\$400.00

Total: \$0.00

REMOVE SELECTED ITEMS

BACK TO DASHBOARD

VIEW PAID ITEMS

PROCEED TO CHECKOUT 

PLEASE BE ADVISED WE OFFER 2 ONLINE PAYMENT METHODS. AN ECHECK (ACH) PAYMENT BE MADE AT NO ADDITIONAL COST. A 2.85% CONVENIENCE FEE WILL BE CHARGED WHEN USING VISA, MASTERCARD, DISCOVER, AND AMERICAN EXPRESS CREDIT CARDS.

Click on the **PAY BY CREDIT CARD** or **PAY WITH ECHECK** button, depending on how you will be paying.

Checkout Summary

Please note choosing **PROCEED TO PAYMENT** will bring you to our secure payment site. We accept Visa, MasterCard, Discover, and American Express credit cards. A convenience fee of 2.85% will be added to the total charges. You may also pay by check (ACH/echeck) at no additional charge. Please see below.

PLEASE NOTE ACH DEBIT BLOCK INFORMATION Debit blocks protect your bank accounts from unauthorized electronic charges. If you authorize debit payments to City of Westminster from a bank account with a debit block, you must communicate with your bank to authorize these payments. Your bank will process only those authorized transactions if you make pre-authorization arrangements. To ensure your debit payments are successful, you should:

1. Confirm with your bank before setting up a debit payment.
2. Provide the Company ID: 9000306842 and Company Name: Fidelity, to your bank for the type of debit payment you are authorizing.

****Note:** If you don't provide the company ID and name, your bank may reject the payment and we may send you a bill for the amount due or suspend services immediately.**

PERMIT BLDG19-0098	4800 W 92nd Ave	
Description	Quantity	Amount
ADAMS RESIDENTIAL	1	\$400.00
<i>RESIDENTIAL SOLAR SYSTEM</i>		<i>300.00</i>
<i>SOLAR REMOVE AND REPLACE</i>		<i>100.00</i>
Total Fees:		\$400.00
Total:		\$400.00
BACK TO SHOPPING CART	PAY BY CREDIT CARD	PAY WITH ECHECK



Enter your Credit Card or eCheck Information. Note - a 2.85% service fee will be added when making credit card payments. eChecks do not have a service fee.

City of Westminster DEV

Secure Payment Form

Billing Information

Bill Name

Transaction Details

Amount*

Payment Information

Payment Type Credit Card Check

Card Number*



Expiration*

CVV



Subtotal: \$400

Service Fee: \$11.40 (2.85%)

Total: \$411.40

Process Payment

Cancel

Required Field Meter™

»Highlight fields

50%



Click Process Payment.

A payment summary will print which you can choose to print for your records.

Payment Summary

Thank you for your payment to the City of Westminster Community Development Department. Please save a copy of your receipt for your records. Please be advised your credit card statement will reflect 2 transactions. The first will show the City of Westminster and the second will show the convenience fee.

The Transaction is Approved

Authorization Code:
 Receipt No: R8799
 Paymethod:CREDIT

Paid Date:

PERMIT	BLDG20-0003	10098 Flower St , 80021	
		ESTIMATED USE TAX	\$115.50
		JEFFERSON RESIDENTIAL	
		<i>PERMIT FEE</i>	\$106.85
		<i>FURNACE REPLACEMENT</i>	\$60.00
		ESTIMATED USE TAX	\$115.50
		ADAMS RESIDENTIAL	
		<i>FURNACE REPLACEMENT</i>	\$60.00
		SUB TOTAL:	\$457.85

TOTAL AMOUNT PAID: \$457.85

[PRINT SUMMARY](#)

Address: 123 Main St
 City, State, Zip: Westminster, CO 80031

Email: