

*****MUST HAVE AN ACCELA ACCOUNT TO MAKE PAYMENT ONLINE*****

If you already have an Accela account or wish to create an account, click the following link onenv.us to pay online. When creating a new account, click **New Users: Register for an Account** under the login information and follow the steps to create an account. This account can also be used to access all licenses & permits with the City of Reno, Sparks and Washoe County.

Once logged in:

Click on **Health District**:

Scroll down to the General Search section. Under **Agency** scroll to **Washoe**.

General Search

Under **Record/Permit Number** enter the permit #: AAIRXX-XXXX (for Stationary Source Permits), ASBXX-XXXX (for Acknowledgement of Asbestos Assessment), APCPXX-XXXX (for Dust Control Permits).

*****DO NOT** enter information in any other fields. The system will not be able to pull up the record otherwise. **Less is more. *****

Click **Search**

This will bring up the details regarding the Record #, click on **Payments** then **Fees**

Home Building Business Licensing Enforcement Engineering Fire

Create an Application by Agency Search Applications

Record ASB18-1373:

Asbestos

Record Status: Applied

Record Info ▾ Payments 

Fees 

Record Details

Applicant: Project Description:

It will then show any Paid and Outstanding Fees. To the right of the Outstanding Fees, you will see a live link to **Pay Fees**, click on the link.

Record ASB20-0581:

Asbestos

Record Status: Applied

Record Info ▾ Payments ▾

Fees

Outstanding:

Date	Invoice Number	Amount	
<u>10/19/2020</u>	511005	\$128.00	Pay Fees 

Total outstanding fees: \$128.00

Scroll to the bottom of the page to click on **Check Out**.

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Asbestos Assessment Review	1	\$128.00

TOTAL FEES: \$128.00

Note: This does not include additional inspection fees which may be assessed later.

Check Out »

Scroll to the bottom of the second page and click on **Check Out** again. ***If you are paying for more than one permit, click **Continue Shopping** to add more permits to the cart by following the previous steps.

Cart

1 Select item to pay	2 Payment information	3 Receipt/Record issuance
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Step 1: Select item to pay

Click on the arrow in front of a row to display additional information. Items can be saved for a future checkout by clicking on the Save for later link.

PAY NOW

1001 E 9TH ST RENO NV 89512

1 Application(s) | \$128.00

▶ Asbestos
ASB20-0581

Total due: \$128.00



Total amount to be paid: \$128.00

Note: This does not include additional inspection fees which may be assessed later. Payments of \$100,000 or more cannot be made online at this time. Please call the jurisdiction below to complete payment. If you receive any error, or your payment does not go through on the first try, DO NOT try again. Failure to do so may result in multiple payments being made. Please call the jurisdiction of the record you are trying to pay for and they will verify/complete your payment.

Checkout » **Edit Cart »** **Continue Shopping »**

The payment will be redirected to a third-party payment page. Follow the prompts to complete payment with your e-check or credit card information. All the fields with a red star (*) next to them are required fields.

E-Check:

Review and Pay

Agency	Record ID	Type	Description	Amount
WASHOE_AIR_QUALITY	ASB20-0581	Health/Air Quality/Asbestos/NA		\$128.00
				Subtotal: \$128.00

Total:
\$128.00 + \$.00 Convenience Fee

or

Contact Details

First Name* Last Name*

Email* Phone

For a copy of your receipt ex. (123) 456-7890

Address Line 1* Address Line 2

City* State* Zip*

Billing Details

Routing Number* Account Number*

Re-Enter Routing Number* Re-Enter Account Number*

Routing Number Account Number Check Number

Name On Bank Account* Bank Name*

Account Type* Check Type*

I understand and accept that my account will be individually charged for each line item above and I may incur a non-refundable convenience fee.

Credit Card:

Review and Pay

Agency	Record ID	Type	Description	Amount
WASHOE_AIR_QUALITY	AS820-0581	Health/Air Quality/Asbestos/NA		\$128.00
				Subtotal: \$128.00

Total:
\$128.00 + \$.00 Convenience Fee

or

Contact Details

First Name* Last Name*

Email* Phone
For a copy of your receipt ex. (123) 456-7890

Address Line 1* Address Line 2

City* State* Zip*

Billing Details

Credit Card Number* Expiration Date* CCV*
ex. 0000000000000000 ex. 07/31 ex. 999

Name On Card* Zip / Postal*

I understand and accept that my Credit Card will be individually charged for each line item above and I may incur a non-refundable convenience fee.

Once the transaction is complete a pop-up will come up asking if you would like to have the receipt emailed to you. The receipt will come from the third-party payment site. AQMD will be notified of payment, and you will receive your permit once it has been completed.