

Paying Fees on DallasNow Citizen Access Portal

STEP 1

When you get to the Pay Fees section of your application, click Check Out.

General Contractor Registration

1

2 Registration Information

3 Support Documentation

4 Review

5 Pay Fees

6 Record Issuance

Step 5: Pay Fees

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
Contractor Registration Fee	1	\$120.00

TOTAL FEES: \$120.00

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

Check Out »

STEP 2

Click on Checkout.

Cart

1 Select item to pay

2 Payment information

3 Receipt/Record issuance

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

No Address

1 Application(s) | \$120.00

General Contractor Registration

Total due: \$120.00

Total amount to be paid: \$120.00

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

Checkout »

Edit Cart »

Continue Shopping »

STEP 3

Select whether you'll be paying with a Credit Card or a Bank Account. Then click on Submit Payment.

Step 2: Payment information

Please select a payment method and then fill in all required information.
The available payment methods are:

- Credit Card
- Bank Account

Use the dropdown menu to change the payment type.

* indicates a required field.

Payment Options

Amount to be charged: \$120.00

☒ Pay with Credit Card
☐ Pay with Bank Account

Submit Payment »

STEP 4

Fill in all of the information and then click Pay.

Order Summary

Total \$ 120.00

Card Number  1234 5678 9012 3456 Exp. Date * Card Code

Billing Address

First Name Last Name

Billing Country USA Zip

Street Address City

State Phone Number

Email

[Pay](#) [Cancel](#)

STEP 5

You'll get a Successfully Submitted message and have the option to view or print your receipt. Either button works. Be sure to save it for your records.

Step 3: Receipt/Record issuance

Receipt



Your application(s) has been successfully submitted.
Please print your record(s) and retain a copy for your records.

[Print/View Receipt](#)

No Address

TL-GC-APP-001 [View Receipt](#)

[Print/View Receipt](#)