



How to Pay Fees on An Existing DallasNow Record

Before you Begin

Log in to [DallasNow](#).

Locate the record where the fee is applied. [Click here for steps on accessing record details](#)

Paying a Fee on an Existing Record

Step 1

From the Record Details Page:

A. Click on Payments

B. Click on Fees

Record ADM-FC-25-000191:
Fee Collection
Record Status: Pending

Add to cart
Add to collection

Record Info Payments Fees

Work Location

Step 2

Click Pay Fees

Record Info Payments

Fees

Outstanding:

Date	Invoice Number	Amount
10/21/2025	755412	\$50.00
10/21/2025	755412	\$100.00
10/21/2025	755412	\$25.00
10/21/2025	755412	\$15.00
10/21/2025	755412	\$25.00

Pay Fees

< Prev Additional Results: 12 Next >

Total outstanding fees: \$240.00



Step 3:

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 4

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
25TMP-003132
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 5

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 6:

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