

HOW TO USE E-PAY

Once logged into the e-pay system, choose *pay an invoice or recurring fee* and select continue.

ePayment Main Menu

- Pay an Invoice using Access Code
- Pay an Invoice or Recurring Fee
- Pay an Application Fee
- Pay a Fine, Penalty or Settlement
- Pay a Mining Cash Bond
- Pay a Mining Reclamation Mod Fee
- Change Password
- Edit Personal Information

Then choose the bureau to pay, *Mining Regulation and Reclamation* and select continue.

Pay an Invoice or Recurring Fee

User Id: Test BMRR Company Name: My Org Updated

Step 1: Select the NDEP Bureau

Step 2: Select the Bureau's Program to Pay

- Air Pollution Control
- Bureau of Industrial Site Cleanup
- Corrective Action
- Las Vegas Federal Facilities
- Mining Regulation and Reclamation
- Office of Financial Assistance
- Safe Drinking Water
- Waste Management
- Water Pollution Control
- WM-Closure Fund

Main Menu

Then choose the program, *Regulation Branch or Reclamation Branch*.

User Id: Test BMRR Company Name: My Org Updated

Step 1: Select the NDEP Bureau

Step 2: Select the Bureau's Program to Pay

- Mining Reclamation
- Mining Regulation Branch (M R G)

Continue

Main Menu

Once the bureau program is selected, the following shows on the screen. This is where you can enter the amount paid, permit number and a brief description. Click on the *Add button*, then select continue.

Step 2: Select the Bureau's Program to Pay

Enter the Facility Information

	Amount	Permit #	Fee Desc.
<input type="button" value="Add"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Payment Amount

Continue

Main Menu

Verify the company information on the next screen, select continue if all is correct, and the next screen is where you can enter the bank information (routing number and account number) or you can choose *pay with a credit card*. There is a 2.5% service fee when paying with a credit card.