

HOW TO PAY FOR YOUR PERMIT ONLINE

1. SEARCH BY RECORD NUMBER

1. OPEN THE [LINK](#) IN YOUR EMAIL THAT WAS SENT TO YOU
2. ENTER YOUR PERMIT'S ADDRESS IN THE ADDRESS SEARCH BOX AND CLICK THE MAGNIFYING GLASS

The screenshot shows the City of Wyoming website header with the title "City of Wyoming". Below the header are two buttons: "1 Find Your Bill" and "2 Review and Pay". The main content area is titled "Find Your Building Department Invoice". It features a search bar with tabs for "Record Number", "Name", "Address", "Parcel Number", and "Invoice Number". A red arrow points to the "Address" tab. Below the tabs is a search input field with the placeholder text "Search" and a magnifying glass icon on the right.

2. CONFIRM PAYMENT INFORMATION

1. CHECK THE INVOICE BOXES FOR THE PERMITS YOU ARE PAYING FOR
2. CLICK "PAY NOW"

The screenshot shows the City of Wyoming website header with the title "City of Wyoming". Below the header are two buttons: "1 Find Your Bill" and "2 Review and Pay". The main content area is titled "Bill Summary". It features a table with the following columns: "Record", "Address", "Invoice Number", "Bill To", and "Amount Due". The table has two rows: "Permit:" and "Total". The "Permit:" row has a checkbox labeled "Pay this invoice" with a red "1" next to it. The "Total" row shows "\$51.00" and "\$0.00". Below the table is a "Pay Now" button with a right arrow and a red "2" next to it.

Record	Address	Invoice Number	Bill To	Amount Due
Permit:				<input type="checkbox"/> Pay this invoice
Total				\$51.00 \$0.00

3. MAKE PAYMENT

1. SELECT PAYMENT METHOD AND CLICK "CONTINUE TO PAYMENT INFORMATION"
2. ENTER PAYMENT INFORMATION AND CLICK "CONTINUE TO REVIEW PAYMENT"
3. REVIEW PAYMENT AND PROCESS YOUR PAYMENT

4. CONFIRMATION

1. YOU HAVE NOW SUCCESSFULLY PAID YOUR PERMIT
2. PLEASE EMAIL THE CITY THAT YOU'VE PAID YOUR PERMIT