Manteco

How to Make a Payment for a Permit

Please note that online payments are only available for \$10,000 or less. All payment exceeding \$10,000 must be done by check. Each permit requires a separate check.

1. Visit the City of Manteca's Citizen Portal - <u>https://aca-prod.accela.com/MANTECA</u> and log into your account.

CALLEORNIA	CITIZEN PORTAL
	Register for an Account Log
	Search Q
ome Building Planning Public Works	
Advanced Search	
	and a second sec
any online services offered by the Agency require login for security reasons. If you are an existing user, please enter your user name and password in the box on the right	Sign In
you are a new user you may register for a free Citizen Access account. It only takes a few simple steps and you'll have the added benefits of seeing a complete history of plications, access to invoices and receipts, checking on the status of pending activities, and more.	USERNAME OR EMAIL:* mantecajohn
Register Now »	PASSWORD:*
	Forgot Password?
	SIGN IN
	Remember me on this device
	Not Registered?
	CREATE AN ACCOUNT

2. Find the appropriate permit where fees are able to be paid. Under the Action heading it will show "Pay Fees Due" and then click the link.

Home	Home Building Planning Public Works							
Crea	ate an Applicatio	n Search Application	s Schedule an Inspection	0				
Reco	Records							
Showing	Showing 1-5 of 5 Download results Add to collection							
	Date	Record Number	Record Type	Description	Status	Action		
	10/22/2024	B24-0484	Residential New Construction or Remodel or ADU		In Review	Pay Fees Due		
	10/21/2024	B24-0479	Residential New Construction or Remodel or ADU	Single Family Dwelling, Machado Ranch, Lot 112, Production, Plan 4F, Elevation 1, 2.2 kw solar, no options	Received			
	10/15/2024	24TMP-000881	Revision/Addendum Request			Resume Application		
	10/15/2024	24TMP-000878	Revision/Addendum Request			Resume Application		
	10/10/2024	B24-0393	Residential New Construction or Remodel or ADU		Fees Due	Pay Fees Due		

3. Verify the fees and the fee amount and then click "Continue Application."

Home Building Plannin	ng Public Works					
Create an Application	Search Applications	Schedule an Inspection				
Listed below are fees invoiced f project information input or cal Application Fees	isted below are fees invoiced for your application. Some fees are based on the quantity of work items installed or repaired. Review your reject information input or call agency staff if you find the quantity incorrect.					
Fees			Qty.	Amount		
Res & Com New Construction a Fee)	and Additions (Permit		1	\$977.78		
TOTAL FEES: \$977.78 Note: Additional fees may be as:	sessed later.					
Continue Application »	I					

4. For Payment Options select either "Pay with Credit Card" or "Pay with Bank Account" and then click "Submit Payment."

Home Building Planning Public Works
Create an Application Search Applications Schedule an Inspection
Please select a payment method and then fill in all required information. The available payment methods are: •Credit/Debit Card •Bank Account
Online payments are only accepted for permit invoices that are \$10,000 or less.
Use the dropdown menu to change the payment type. Depending on the speed of your internet connection, payments may take several minutes to process, so please click the "SUBMIT PAYMENT" button <u>once</u> or multiple payments may occur. * indicates a required field. Payment Options
Amount to be charged: \$977.78
Pay with Credit Card Pay with Bank Account
Submit Payment »

5. A new payment screen will load and then input all of the required payment information and click "Continue."

Online payments are only	accepted for permit invoice	s that are \$10,000 or less.
First Name		Middle Name (Optional)
John		
Last Name		Daytime Phone Number
Smith		2094568500
ZIP Code:		
95337		
Pay this Amount \$		
977.78		
Payment Method		eCheck / Bank Accour
Payment Method	CVV (?)	eCheck / Bank Accour Debit Car
Payment Method	CVV @	eCheck / Bank Accoun Debit Car
Payment Method Card Number Enter card number Expiry Month	CVV (2) CVV Expiry Year	eCheck / Bank Accoun Debit Can
Payment Method	CVV ⑦ CVV Expiry Year YYYY	eCheck / Bank Accoun Debit Car
Payment Method	CVV ⑦ CVV Expiry Year YYYY ¥	eCheck / Bank Accoun Debit Car
Payment Method	CVV CVV Expiry Year YYYY YYYY	eCheck / Bank Accoun Debit Can
Payment Method	CVV ⑦ CVV Expiry Year YYYY me	eCheck / Bank Accoun

6. A payment confirmation screen will then be displayed. Check the appropriate box agreeing to the Payment Authorization Terms and then click "Pay." Note: there is a maximum credit card payment amount of \$10,000 for each permit.

Confirm Payment		
Payment Method	VISA	************1111
Payment Date	N	low (10/22/2024)
Use this payment method for future payments.		
Payment Amount		\$977.78
Click to read the Payment Authorization Terms and Privacy Notice		
authorize and agree per Payment Authorization Terms.		
Click the PAY button to complete your payment.		
BACK PAY \$977.78		CANCEL

7. A payment confirmation screen will then appear back in the Citizen Access Portal.

Home Building Planni	ng Public Works					
Create an Application	Search Applications	Schedule an Inspection				
Record Issuance						
You have paid one of Please print a copy	or more fees associated to this Re of this receipt and retain a copy f	cord, r your records.				
Thank you for using our online service Your Record Number is B24-04 You will need this record number	Thank you for using our online services. Your Record Number is B24-0484. You will need this record number to check the status of your application or to schedule/check results of inspections.					
Print/View Receipt						
Please refer to Record Details page of your record to find more information about your application.						

8. If you click the "Print/View Receipt" link you can then view the receipt for the payment that has just been made for the permit.



RECEIPT

CITY OF MANTECA

1215 W. Center St, Suite 201, Manteca, California 95337 (209) 456-8550

JOHN SMITH

Record #: B24-0484

Address: 1215 W CENTER St, MANTECA, CA 95337 Invoice #: 165544

Invoice Date: 10/22/2024

Fee Item	Quantity	Total Fee
Res & Com New Construction and Additions (Permit Fee)	1.00	\$977.78
	Total Fee:	\$977.78

Receipt No: 170161 Payment Method: Debit Card Amount Paid: \$977.78 Payment Date: 10/22/2024 Owner Info.: SMITH INVESTMENT COMPANY ETA 821 17TH ST SUITE A MODESTO, CA 95354

Cashier ID: PUBLICUSER1342