

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 - <https://aca-prod.accela.com/MANTECA> and log into your 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.

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Records

Showing 1-5 of 5 | Download results | Add to collection

<input type="checkbox"/>	Date	Record Number	Record Type	Description	Status	Action
<input type="checkbox"/>	10/22/2024	B24-0484	Residential New Construction or Remodel or ADU		In Review	Pay Fees Due
<input type="checkbox"/>	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	
<input type="checkbox"/>	10/15/2024	24TMP-000881	Revision/Addendum Request			Resume Application
<input type="checkbox"/>	10/15/2024	24TMP-000878	Revision/Addendum Request			Resume Application
<input type="checkbox"/>	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.”

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Listed below are fees invoiced for your application. Some fees are based on the quantity of work items installed or repaired. Review your project information input or call agency staff if you find the quantity incorrect.

Application Fees

Fees	Qty.	Amount
Res & Com New Construction and Additions (Permit Fee)	1	\$977.78

TOTAL FEES: \$977.78
 Note: Additional fees may be assessed later.

Continue Application »

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

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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 once 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.”

Enter Payment Information

Online payments are only accepted for permit invoices that are \$10,000 or less.

First Name	Middle Name (Optional)
<input type="text" value="John"/>	<input type="text"/>
Last Name	Daytime Phone Number
<input type="text" value="Smith"/>	<input type="text" value="2094568500"/>
ZIP Code:	
<input type="text" value="95337"/>	

Pay this Amount \$

Payment Method

 eCheck / Bank Account

  Debit Card

Card Number CW

Expiry Month Expiry Year

Card Holder Name

   Credit Card

- 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 Now (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.

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

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Record Issuance

 You have paid one or more fees associated to this Record.
Please print a copy of this receipt and retain a copy for your records.

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.

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