




How To: Make a Payment in Customer Portal

1. Click **Accounts** if you not already on this screen
2. Then, click **Pay Bill** next to the account you would like to pay

 Animal License # 9999-999998

Account Details  Edit 123 S Not Real (Not Real)

Date Due	Amount Due	
May 17, 2021	\$5.00	

More

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1. Enter the amount you would like to pay if different than the amount shown
2. Choose your **Payment Method**.
3. Click **Continue**
4. Click **Pay \$00.00**
5. You may **Print, Make another payment** or choose **Back to Payment History**.