Paying Fees

Once you provide all the required information for the application and you submit it, you will be presented with a screen similar to the one below:

Make a payment on your MPDES Permit or Application
Paying the required fees is a required step of the Application process.

Please note that the calculated fees in FACTS represent an initial charge based on the information you submitted in your Application/NOI. Once the DEQ has reviewed and processed the Application/NOI, the fees could change.

Before you pay for your Application/NOI, its status will be “Submitted: Pending Funds/Signature”.

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Below the permit status you can see your “Balance Due”. The online payment process starts with the “Pay Now” button. Clicking this button takes you to the DEQ’s payment gateway.

The payment process follows four steps:
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1) **Payment Type**: Selecting the payment type allows for two different types. You can pay by credit card or electronic check. Once you select a payment type, click the Next button. Once you choose the payment type you will not be able to change your choice. At any point you can cancel the payment transaction and be redirected back into the FACTS system.

2) **Customer Information**: Enter your customer information and click the Next button.
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3) **Payment Information**: Enter your payment information be it credit card or electronic check.

![Customer Information Form]

- **Address**: Joe Smith
  Test Organization
  1045 E 6th Ave
  Helena, MT 59601

- **Country**: United States

![Payment Info Form]

- **Credit Card Number**: Xxxxxxxxxxxxxx
  Invalid Credit Card Number.
- **Expiration Month**: Select a Month
  Expiration Month is missing.
- **Name on Credit Card**: Joe Smith

![Next Button]
4) **Submit payment**: Once you’ve submitted your payment you will be redirected back into FACTS. The payment result page will show you the payment fee and the permit number the payment was applied to.