

Instructions for E-Payment of Annual Hard Rock Mining Operating Permit Fee

Note: **DEQ will not enter electronic payment information on your behalf.** If you have questions using the e-payment method, please contact the Site Lead assigned to your site. Alternatively, you may submit cash or check payments.

1. Go to DEQ's webpage at <https://deq.mt.gov>. You will arrive at our home page – select “Pay a Bill” from the Quick Links list on the left side of the page.

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Montana Department of Environmental Quality

Our mission is to champion a healthy environment for a thriving Montana.

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Quick Links

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News

DEQ to Host Gallatin River Project Open House on July 29 in Big Sky
6/30/2025 | Tags: Water, Press Release
The Department of Environmental Quality (DEQ) invites the public to an open house to share updates on a multi-year water quality study for the middle segment of the Gallatin River, from Yellowstone National Park to Spanish Creek.

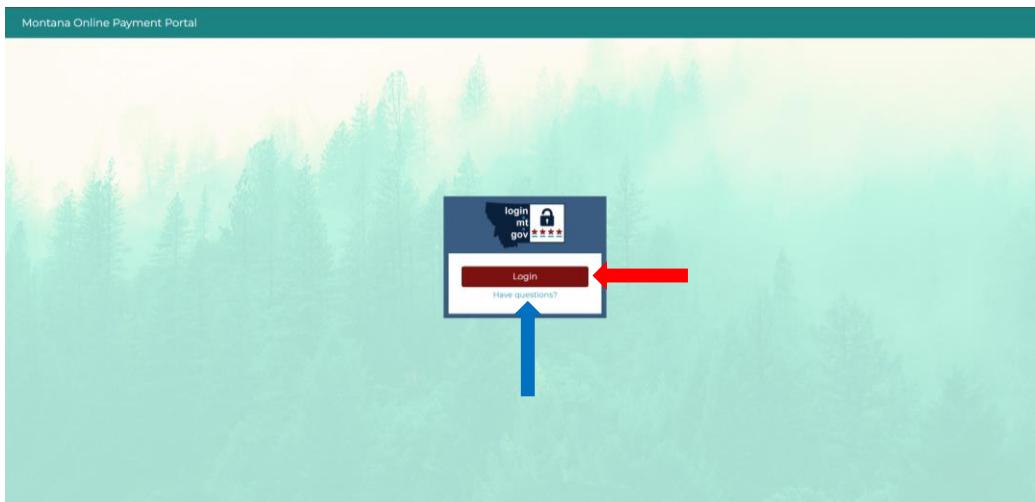
Look Out for Harmful Algal Blooms When Recreating this Summer
6/10/2025 | Tags: Water, Press Release
When recreating on Montana's waterbodies, be on the lookout for harmful algal blooms (HABs) that can occur on Montana's lakes and reservoirs. HABs can release toxins that can harm human and animal health. Report suspected HABs at HAB.mt.gov to help alert others and prevent illness.

DEQ Issues Final Environmental Assessment for Proposed Drinking Water and Wastewater Facilities for the Quarry Phase II Subdivision Near Big Sky
4/29/2025 | Tags: Water, Press Release
The Department of Environmental Quality (DEQ) has published a final Environmental Assessment (EA) regarding proposed drinking water, stormwater and wastewater facilities near Big Sky in Gallatin County, Montana.

[More DEQ News](#)

Today's Air Quality **Data & Maps** **Report Pollution** **Request Public Records**

2. Log in with your State of Montana Okta “ePass” account using the **“Login” button**. If you do not have an account, select the **“Have questions?” link** below the login button for instructions on how to create an account.



3. Select your Payment Type. Click the radio button adjacent to the type of payment method you will be using.

Items

Payment Type *

Credit/Debit Card ACH (eCheck)

 Click one of these!

Item	Item Cost	Item Total
	Total	-

[Add Item](#)

[Reset](#) [Next](#)

4. Click the Add Item button.

Items

Payment Type *

Credit/Debit Card
 ACH (eCheck)

Item	Item Cost	Item Total
		Total

Click here!  **Add Item**

Reset **Next**

5. You will now need to select an item from a list of invoice types. Your invoice type is “**Number Invoice Starts With is Not Listed**”. Scroll down to the bottom of the list and click on the “Add” button adjacent to the “**Number Invoice Starts With is Not Listed**”.

Add An Item

Invoice Starts With	Type	Action
Invoice Starts With 5G.....	Custom	Add
Invoice Starts With 5H.....	Custom	Add
Invoice Starts With 5I.....	Custom	Add
Invoice Starts With 5J.....	Custom	Add
Invoice Starts With 5K.....	Custom	Add
Invoice Starts With 5L.....	Custom	Add
Invoice Starts With 5M.....	Custom	Add
Invoice Starts With 5N.....	Custom	Add
Invoice Starts With 5P.....	Custom	Add
Invoice Starts With 5R.....	Custom	Add
Number Invoice Starts With is Not Listed		Add

Click here! 

Cancel

6. Add the following information to the form. The form does not have validation. Please enter the information as described below to ensure you appropriately receive credit for your annual fee payment.

- The Item Cost: enter the amount due shown on your invoice. **Do not combine multiple annual fees into a single item.**
- The Invoice #
- Retype the Invoice #
- Enter your Hard Rock Mining Operating Permit Number as the Customer Number using the following format: **OP-00XXX** if your permit number is >100, e.g., Operating Permit No. 00100 or greater. If your permit number is < 100, Operating Permit No. 00099 or less, enter the Customer Number using the following format: **OP-000XX**. **Your specific permit number will replace the “X”.**

Example: 1) for Hard Rock Mining Operating Permit No. 00050 enter OP-00050.
 2) For Hard Rock Mining Operating Permit No. 00101 enter OP-00101.

- The Business/Customer Name: **Permittee** (Enter the name of the Hard Rock Mining Operating Permit permittee). The permittee is the name of the permit holder.

The following is an example for Hard Rock Mining Operating Permit fee for **Invoice # HRM123456**, **Permit No. 00050**, **Permittee: Mining Company Inc.**:

Payment Type *

Credit/Debit Card
 ACH (eCheck)

Item	Item Cost	Item Total
Number Invoice Starts With is Not Listed	1	\$1,000.00
Invoice # *	1000	\$1,000.00
Retype Invoice # *		
Please retype the invoice # for verification		
Customer Number *		
Business / Customer Name *		
OP-00050		
Mining Company, Inc.		
Your Customer Number is on your invoice		
Total	\$1,000.00	
		Add Item
Next		Reset



Once you have populated the information on the form, click the **"Next"** button to enter your payment details. Alternatively, you can add additional fees by clicking the **"Add Item"** button. If you add additional annual fees, you will need to repeat steps 4 and 5.

7. Enter your Billing Information. This is for the card holder. All fields with red asterisks are required. **Please enter your email address to receive a receipt for your electronic payment.**

Payment Summary

Item	Quantity	Item Cost	Item Total
Number Invoice Starts With is Not Listed	1	\$100.00	\$100.00
Total			\$100.00

Details

Billing Information

First Name *	Last Name *
<input type="text"/>	<input type="text"/>
Address *	Address Line Two
<input type="text"/>	<input type="text"/>
City *	Country
<input type="text"/>	<input type="text"/>
State *	Zip Code *
<input type="text"/>	<input type="text"/>
Phone *	Email Address
<input type="text"/>	<input type="text"/>

Back **Cancel** **Next**

8. Enter Payment Information. All fields with red asterisks are required. You will also need to click the Accept Agreement box.

Payment Summary

Item	Quantity	Item Cost	Item Total
Number Invoice Starts With is Not Listed	1	\$100.00	\$100.00
		Total	\$100.00

Payment Information

Card Number * ←

Expiration Date * ←

Security Code * ←

MMYY

CVV

This can be found on the back of your card

User Agreement

By entering your credit card and/or checking account information you (1) state that you are an authorized user of the credit card and/or electronic check and that the associated information entered (e.g., account holder name, account number, billing address) is accurate, (2) you authorize the payment processor to charge the amount you have requested to your credit card and/or funding account, (3) if this is a recurring payment, you authorize the payment processor to charge the amount you have requested in accordance with the recurring payment schedule, (4) acknowledge if a charge is declined or reversed you may also be assessed a customary charge by the payment processor for such transactions.

Accept Agreement ←

Back Cancel Submit Payment

9. Once your information is entered, click the “Submit Payment” button.

Payment Summary

Item	Quantity	Item Cost	Item Total
Number Invoice Starts With is Not Listed	1	\$100.00	\$100.00
		Total	\$100.00

Payment Information

Card Number *

Expiration Date *

Security Code *

MMYY

CVV

This can be found on the back of your card

User Agreement

By entering your credit card and/or checking account information you (1) state that you are an authorized user of the credit card and/or electronic check and that the associated information entered (e.g., account holder name, account number, billing address) is accurate, (2) you authorize the payment processor to charge the amount you have requested to your credit card and/or funding account, (3) if this is a recurring payment, you authorize the payment processor to charge the amount you have requested in accordance with the recurring payment schedule, (4) acknowledge if a charge is declined or reversed you may also be assessed a customary charge by the payment processor for such transactions.

Accept Agreement

Back Cancel Submit Payment ← Click here!

10. Please forward the receipt you received via email to deqhardrock@mt.gov.