



Guide for Submitting Online Payments

If you need to pay permit fees online, sent a hard copy application or need to adjust the payment fee, you may follow these instructions to pay the fee using a credit card or debit card to satisfy the payment.

The Asbestos Control Program has a separate online application system with the ability to submit the fee at the same time, that should be used for you next permitting requests. Please visit <https://deq.mt.gov/cleanupandrec/programs/asbestos>

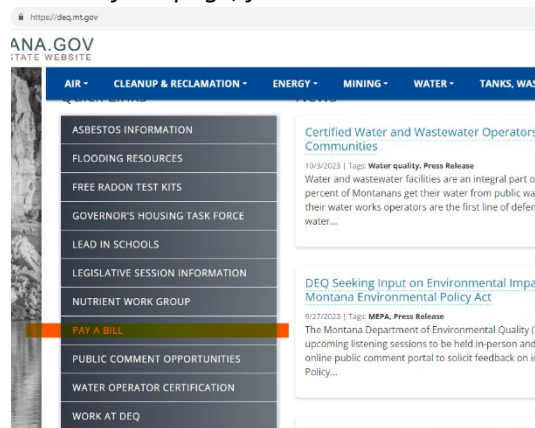
***Be sure to send a receipt to the program to complete the submittal requirements and start the NESHAP required 10-working day review. ***

Step One

1. Go to Department of Environmental Quality website <http://deq.mt.gov>.

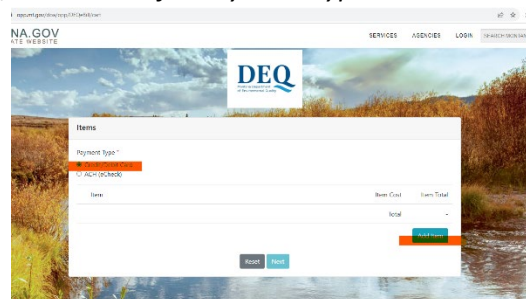
Step Two

1. On the left-hand side of the page, find the “PAY A BILL” tab.



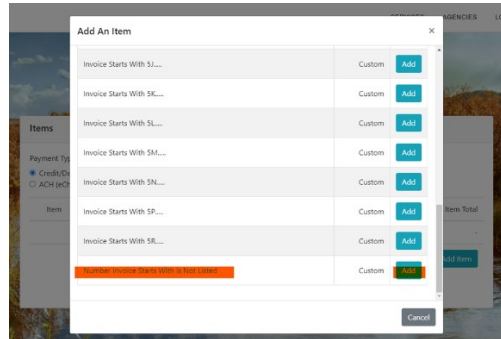
Step Three

1. Select “Credit/Debit Card” for Payment Type then “Add item.”



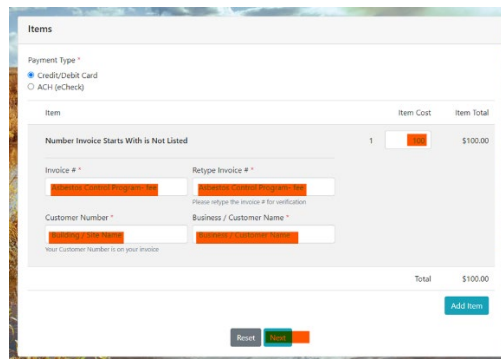
Step Four

1. Scroll to the bottom of the “Add an Item” list and select “Number Invoice Starts With is Not Listed.”



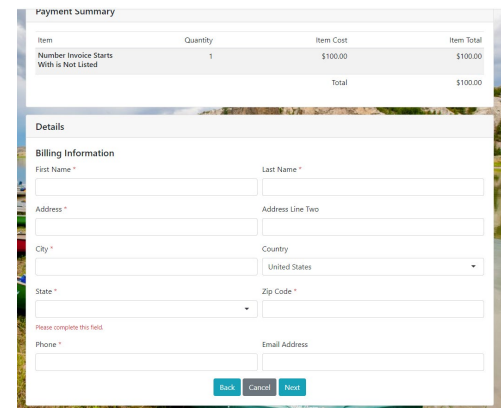
Step Five

1. Enter the dollar amount under “Item Cost”.
2. Under “Invoice #” enter “Asbestos Control Program”
3. Under “Customer Number” enter the projects name used on the application
4. Under “Business / Customer Name” enter the name that submitted the application or company name.
5. Select “Next”



Step Six

1. Enter billing information.





Step Seven

1. *Enter Credit / Debit Card information.*
2. *Select "Next" when complete.*

A screenshot of a web-based payment form. The form is divided into two main sections: "Payment Summary" and "Payment Information".

The "Payment Summary" section contains a table with the following data:

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

The "Payment Information" section contains three input fields:

- Card Number *
- Expiration Date * (with a "MM/YY" placeholder)
- Security Code * (with a "CVV" placeholder)

Below the Security Code field, there is a small note: "(This can be found on the back of your card)".

Step Eight

1. *Once payment is submitted send the program a copy or screen shot of the electronic receipt to deqacponline@mt.gov.*

Should you have any questions, comments, or concerns please feel free to contact the program at 406-444-5300 or deqacponline@mt.gov.

Thank you,