

Official Payments Website and On-line Payments for Building Permit Fees

The City of Pismo Beach Building Division accepts on-line payments via the Official Payments website at www.officialpayments.com

- **To pay using the on-line service, the following statements must be true:**
 - I want to pay fees for electronic submittal of my Building Permit/Plan Check fees; and
 - I am paying the fees quoted to me by the Building Official.

- **By using the Official Payments website:**
 - You can pay by Electronic Check, Visa, Mastercard, or American Express (credit/debit options will vary)
 - A service fee will apply (e-check \$3.25 flat fee and 2.75% for credit/debit).
 - For proof of payment, you must submit an e-copy of your receipt to either Tdye@pismo beach.org, or to eperez@pismo beach.org.



1. From the Official Payments Home page, select **Local Payments**



FEDERAL IRS PAYMENTS

Personal Taxes / Business Taxes

[Make A Payment >](#)



STATE PAYMENTS

State Income Tax / Sales and Use Tax /
Withholding Tax / Other State Payments

[Make A Payment >](#)



LOCAL PAYMENTS

Real Estate Tax / Personal Property Tax /
Utilities / Citations / Court Fees / Other
Local Payments

[Make A Payment >](#)



EDUCATION PAYMENTS

Tuition / Housing / Meals / Activities

[Make A Payment >](#)

2. Next screen, Use the dropdown fields to enter the State: California, and Payment Entity: Pismo Beach, City of. Next, use the drop down to select your Payment Type: Miscellaneous Fee (this will allow you to use either Debit or Credit card payments).

Enter your Jurisdiction Code: OR

State or Territory:


Payment Entity:


Payment Type:


3. Next Screen, enter payment amount, and preferred payment option



*Payment Amount \$.

Payment Options :

Debit Card


Debit Card


E-Check


Credit Card
 

Accept the terms and conditions by pressing the Accept button at the bottom of the screen.

4. Next screen, you will be prompted to either **Create an Account, or log in as a Guest.**

For one-time payments you can continue as a Guest.

5. Next screen **Enter your payment information.** Please Note: Enter the Building Permit Number in the Description field – use this format BXX-XXXXXX; and for the Payment Type field, choose Other.

Payer Information

(Information for the person making the payment.)

Country:

First Name:

Middle Name:

Last Name:

Suffix: (Jr., Sr. etc.)

Street Address:


Town/City:
State:
Zip Code:
(Use this field for APO, FPO, AA, AE or AP codes.)
Daytime Phone: () -
E-mail Address:
(Required for an e-mail confirmation and online verification.)
Re-enter E-mail Address:

Check here to set up reminders for future payments after you complete the current payment.

Payment Description :
Payment Type:

Payment Option

(May differ from the person owing the tax, bill, or fee.)

Card Type: Debit Card 
Card Number:
Expiration Date: (mm/yy)

Payment Information

Payment Type: Miscellaneous Fees
Payment Amount: \$25.00
Convenience Fee: \$4.35
Total Payment: \$29.35



Choose the Continue button in green to continue with your payment.

6. Next screen, **print a copy of your receipt.**
7. **Exit** the website
8. **Email a copy of your receipt** to the Building Division at TDye@pismobeach.org; or c/o Elsa Perez eperez@pismobeach.org

