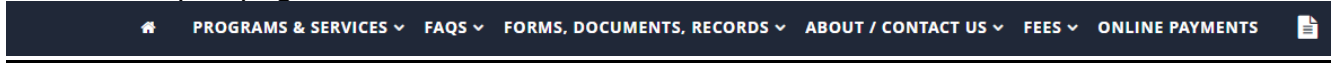


EMD ONLINE PAYMENT STEPS

1. Go to the Environmental Management Department (EMD) website at emd.saccounty.net.
2. Scroll towards bottom of the page to Online Services or click Online Payments in the blue bar at the top of page.



3. Click Pay a Bill Online, you will be taken to on-line payments (<https://emdpayments.saccounty.net/>).
4. Click yes or no for the question “Do you have an AR number either on a bill or provided to you by EMD?”
 - a. If yes, type in the 7 digit account number including AR (example: AR0012345).
 - b. If No, follow the following steps:
 - i. Pay By: Credit Card (2.29% fee or minimum of \$1.95) or eCheck (\$0.95 fee)
 - ii. Select Fee Category
 - iii. Depending on the Fee Category selected, type of permit in which you are applying for may need to be selected.
 - iv. Enter total amount needed to be paid (please consult an EMD representative, if you have not done so to confirm amount).
 - v. Enter Facility Name, Address, phone number (40 characters max).
 - vi. Click Continue.

Pay By:

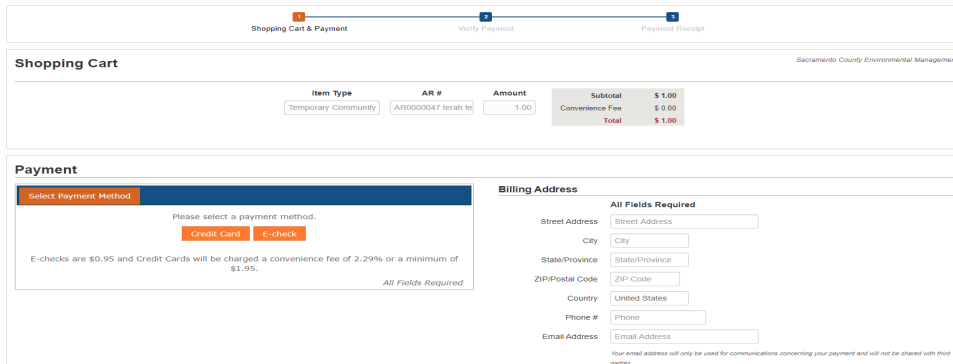
Select:

Select:

Amount (\$):

Please enter **Facility/Address/Business Name/Site/Event Reference** including your **phone number** where we can reach you if there are questions about this payment (40 characters max):

5. Proceed with payment information.

The screenshot shows a three-step process: Shopping Cart & Payment, Verify Payment, and Payment Receipt. The 'Shopping Cart' section displays a table with one item: 'Temporary Community' with AR # 'AR0000047' and an amount of '1.00'. The subtotal is \$1.00, and the total including a \$0.00 convenience fee is \$1.00. The 'Payment' section has a 'Select Payment Method' dropdown with 'Credit Card' and 'E-check' options. A note states: 'E-checks are \$0.95 and Credit Cards will be charged a convenience fee of 2.29% or a minimum of \$1.95.' The 'Billing Address' section contains several input fields: Street Address, City, State/Province, ZIP/Postal Code, Country (set to 'United States'), Phone #, and Email Address. A note at the bottom states: 'Your email address will only be used for communications concerning your payment and will not be shared with third parties.'

6. Provide your EMD contact with the confirmation number.