

# Making an electronic payment on the New Jersey DEP Online Business Portal



# Two types of online payment routes

1. Registered Services – This requires users have a NJDEP Online and myNewJersey account

OR

2. Non-registered Services – This does not requires users have a NJDEP Online or myNewJersey account

We're going to cover *both* in this presentation!

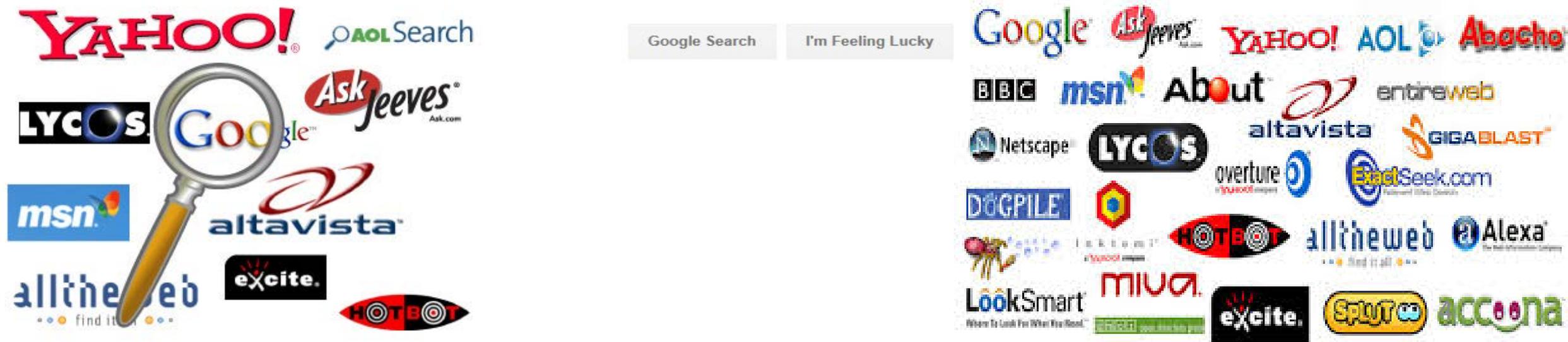
# Registered Users

Go to your favorite search engine and type in “MY NJ”  
(If you use Google you can hit the “I’m Feeling Lucky” button!)



my nj

Google Search I'm Feeling Lucky



# Log In To my New Jersey...

A screenshot of a web browser showing a Google search for "my nj". The browser's address bar contains the URL: [https://www.google.com/search?source=hp&ei=g6nMWtTnJImvggep2qvIDg&q=my+nj&oq=my+nj&gs\\_l=psy-ab.3..35i39k1l2j0l8.1838.3197.0.3874.6.5.0.0.0.8](https://www.google.com/search?source=hp&ei=g6nMWtTnJImvggep2qvIDg&q=my+nj&oq=my+nj&gs_l=psy-ab.3..35i39k1l2j0l8.1838.3197.0.3874.6.5.0.0.0.8). The search bar contains the text "my nj". Below the search bar, there are navigation tabs for "All", "Maps", "Images", "Shopping", "News", "More", "Settings", and "Tools". The "All" tab is selected and underlined.

About 30,100,000 results (0.39 seconds)

## Log In To myNewJersey

<https://my.state.nj.us/>

myNewJersey Logo. Log In to myNewJersey. Login ID: Forgot your login ID? Password: Forgot your password? Need help? Don't have a myNewJersey account?

[Forgot your login ID?](#) · [Create Your myNewJersey ...](#) · [Forgot your password?](#)

You've visited this page many times. Last visit: 4/9/18

## myNewJersey Help - State of NJ

[www.nj.gov/mynj/myNJRestrHelp.html](http://www.nj.gov/mynj/myNJRestrHelp.html)

If you're certain your myNewJersey account doesn't have a valid email address, follow the directions

# Sign in to your account

If you forgot your login ID or password they can send you a link to reset!

Gallery ▾



## Log In to myNewJersey

**Login ID:**

[Forgot your login ID?](#)

**Password:**

[Forgot your password?](#)

**Log In**

[Need help?](#)

**Don't have a myNewJersey account?**

**Sign Up**

# What programs use the online portal?

- Diesel Retrofit Program
- Division of Water Resources Management
- Solid and Hazardous Waste
- Division of Water Quality
- Office of Dispute Resolution
- Pesticides Operations
- Site Remediation
- Air Program
- Division of Land Use
- Site Remediation Reform Act (SRRA)
- Toxic Catastrophe Prevention Act (TCPA)
- Right to Know and Pollution Prevention Program
- Underground Storage Tank (UST) Program
- Water Supply
- Well Permitting
- Water Monitoring
- And more....

**Applications**

- [eCATS - Executive Branch](#)
- [eCATS - Judiciary](#)
- [eCATS Help Desk](#)
- [eCATS Help Desk for Snow Removal](#)

**Civil Service Commission Applications**

**Office of Training**

- [eLearning](#)
- [ePAR](#)
- [ePAR User Guide](#)

**DEP Apps**

- [Outlook Web Access](#)
- [Deliver-e Migration Info](#)
- [Email Archive Manager](#)
- [DEP Intranet](#)
- [DEP Web Intelligence](#)
- [DEP BitLocker Self Service | Instructions](#)

← **DEP Apps**

Applications

- [DEP Online Services](#)
- [Drinking Water Watch App](#)

← **DEP Online Services**

**\*Click here**

**Document Library**

Search	
<input checked="" type="radio"/> Name/Desc	<input type="radio"/> Publisher
<b>DEP DCA NEP ... more</b>	
04/05/18	<a href="#">HMFA03310_Back Road, Stafford Township, Ocean County</a>
01/25/18	<a href="#">HMFA03078_220 Adams Street, Hoboken, Hudson County</a>
01/25/18	<a href="#">HMFA03081_221 Jackson Street, Hoboken, Hudson County</a>
<b>DEP EA - Information ... more</b>	
10/31/17	Tier 2 Guidance Document Version 4.1 Final

Version: 6.1  
Currently logged in: Tim Davis (TDAVIS802)

Help | Logout

## MESSAGES

**Notice to Land Use Users:** Based on Coastal Zone Management Rules (N.J.A.C. 7:7) amendments adopted on January 16, 2018, the fee for the Coastal General Permit 15 Permit-by-Certification and the Coastal General Permit 10 Permit-by-Certification is now \$1000.00.

### NOTICE:

The Division of Air Quality is announcing a new General Permit (GP-004B) for "Fuel Dispensing Facility Equipped with a Phase I Vapor Recovery Control System." This general permit is created for:

- A new fuel dispensing facility;
- An existing fuel dispensing facility equipped with only Phase I vapor recovery control system; or
- An existing fuel dispensing facility after decommissioning of Phase II vapor recovery control system.

Equipment currently registered under GP-004A; Marinas (FD-4A-1), Airports (FD-4A-2) and Gasoline Dispensing Facilities Equipped with Phase I Only (FD-4B-3) can continue to operate until:

- The registrant's current general permit expiration date, before which time the registrant must register for authorization under GP-004B, as applicable, or apply for and receive approval for a source-specific permit and certificate for continued operation of the equipment; or
- Storage Tank(s) replaced or modified, before which time the registrant must register for authorization under GP-004B, as applicable, or apply for and receive approval for a source specific permit and certificate prior to operation of the replaced or modified equipment.

Equipment currently registered under GP-004A, Gasoline Dispensing Facilities Equipped with Phase II (FD-4A-4) can continue to operate until:

- The registrant decommissions the system. The decommission of GDF equipped with non-compatible Phase II system (ex. Vacuum Assist) should be done before December 23, 2020.

To view the requirements of any General Permit, go to <http://www.nj.gov/dep/agpp/gp.html>. To register for an available General Permit, click on the [Online Application](#) hyperlink under the [General Permit](#) and follow the directions.

The Notice of Availability is scheduled to be published in the January 16, 2018 issue of the New Jersey Register. This new General Permit will be available on or after January 16, 2018.

**NJDEP Online suggests Microsoft Internet Explorer 11, Mozilla Firefox 34 or later or Google Chrome 33 or later to operate correctly. It may not work with any other web browsers such Apple Safari. Failure to upgrade to the correct browser version may cause data to display incorrectly and may disable some features.**

**NOTICE: For optimal performance, it is advised to maintain only one Internet Explorer, Firefox or Chrome browser window or tab when using the NJDEP Online System.**

**NOTICE: For users of the E2 component of NJDEP Online, only Internet Explorer 11 may be used at this time.**

This launch page provides updates and information on various topics associated with the online portal

- **NJDEP Online suggests Microsoft Internet Explorer 11, Mozilla Firefox 34 or later or Google Chrome 33 or later to operate correctly. It may not work with any other web browsers such Apple Safari. Failure to upgrade to the correct browser version may cause data to display incorrectly and may disable some features.**
- **NOTICE: For optimal performance, it is advised to maintain only one Internet Explorer, Firefox or Chrome browser window or tab when using the NJDEP Online System.**

**NOTICE: For users of the E2 component of NJDEP Online, only Internet Explorer 11 may be used at this time**

# Adding your facility to your portal account

## My Workspace



The screenshot shows the top navigation bar of the NJ DEP portal. It features a dark blue header with the NJ DEP logo and navigation links: njhome | citizen | business | government | services A to Z | departments. Below this is a lighter blue bar with the text 'newjersey njdep department of environmental protection'. A red arrow points from the text 'My Workspace' above to the 'My Workspace' button in the navigation menu. The navigation menu consists of several buttons: My Workspace, User Profile, Certifications, Payments, Documents and Forms, and Permit Folder. Below the navigation bar, the text 'Version: 6.1' and 'Currently logged in: Tim Davis (TDAVIS802)' is visible, followed by a 'MESSAGES' button.

newjersey njdep department of environmental protection

[My Workspace](#) [User Profile](#) [Certifications](#) [Payments](#) [Documents and Forms](#) [Permit Folder](#)

Version: 6.1  
Currently logged in: Tim Davis (TDAVIS802)

**MESSAGES**

# My Workspace Tab

## MY WORKSPACE

### Service Selection

**Note:** Access to this electronic service selection and submittal area is granted by selecting facilities using the [user profile](#). Some services are accessible without selecting facilities as shown below.

- Air Program**
- [RADIUS File Submission](#)
- [General Permits \(for minor source facilities only\)](#)
- [General Operating Permits \(for Title V major source facilities only\)](#)
- [Permit/Certificate Folder](#)
- [NOx RACT Combustion Adjustment](#)
- [Excess Emission Monitoring Performance Reports \(EEMPR\)](#)
- [Periodic Compliance Certification](#)
- [Diesel Retrofit Program](#)

## My Facilities/Program Interests

Configure Services

### My Facilities/Program Interests

**Note:** You may add Facilities/Program Interests by clicking the "Add Facilities" button below.  
You do not have any facilities in your profile. You may add facilities by selecting the Add Facility button on the My Workspace screen.

Add Facilities 

\*click here

Records (TDAVIS802)

## FACILITY SEARCH

**In most cases your Program Interest Number is your Facility ID.**

**Users adding NJPDES Permits to their profile should do so by selecting the "Water Quality" value from the NJDEP Program dropdown menu, entering the "Facility ID" field and click on the Search button.**

**Pick the search you want to perform:**

- Retrieve only those facilities that match the search criteria (Need facility ID or name for search)
- Retrieve the sites and all of the site's facilities that match the search criteria (Need facility ID or name for search)
- Retrieve NJPDES Permit Numbers (Need NJDEP Program and NJPDES permit # for search)
- Retrieve the facilities that are associated with an Alternate ID
- Retrieve all Program Interest records for a specific NJDEP Program Interest Type (No facility ID or name needed for search)

**(Optional) Select NJDEP Program:**

**Enter either a Facility ID or a Facility Name (if searching by Alternate ID, enter as the Facility ID):**

**Facility ID:**  **(For NJPDES Facilities Use The NJPDES Permit Number)**

**Facility Name:**

# Add your facility Program Interest number

Business | government | services A to Z | departments  search

environmental protection njdep online  
njdep home | about dep | index by topic | programs/units | dep online

My Profile | Certifications | Payments | Documents and Forms | Permit Folder  
My Profile | Edit Facility Selection | Favorite Contacts | Security Administration

My Profile (TDAVIS802) Help | Logout

## FACILITY SEARCH

In most cases your Program Interest Number is your Facility ID.

Users adding NJPDES Permits to their profile should do so by selecting the "Water Quality" value from the NJDEP Program option. The user should then enter the NJPDES permit number they wish to add to their profile in the "Facility ID" field and click on the Search button.

Pick the search you want to perform:

- Retrieve only those facilities that match the search criteria (Need facility ID or name for search)
- Retrieve the sites and all of the site's facilities that match the search criteria (Need facility ID or name for search)
- Retrieve NJPDES Permit Numbers (Need NJDEP Program and NJPDES permit # for search)
- Retrieve the facilities that are associated with an Alternate ID
- Retrieve all Program Interest records for a specific NJDEP Program Interest Type (No facility ID or name needed for search)

(Optional) Select NJDEP Program:

Enter either a Facility ID or a Facility Name (if searching by Alternate ID, enter as the Facility ID):

Facility ID:  (For NJPDES Facilities Use The NJPDES Permit Number) ← Facility ID

Facility Name:

Click Search →

# Check to see if you have the correct facility

## FACILITY SEARCH RESULTS

Please select the facilities you wish to add to your profile. Once you are done selecting facilities, click the 'Add Selected Facilities' button.

Any facilities matching your search criteria that are currently associated with your profile will be separated from the search results and placed into a smaller datagrid above your search results. These facilities will also be automatically added to your selected facilities so that you may change your access type, if needed.

### Facilities already in your user profile:

### Facilities currently not in your user profile:

Facility	Facility ID	Program	Program Interest Type	County	Municipality
<input type="checkbox"/> 111 HIGH STREET	616052	Site Remediation	SRP-PI	Sussex	Ogdensburg Boro
<input type="checkbox"/> DEP AIR TEST PI 2	61605	Air	AIR	Mercer	Trenton City

Clicking a column title will sort the table by that column.

[Clear/Check All](#)

[Add More Facilities](#)

[Add Selected Facilities](#)

[Cancel](#)

Verify you have the correct facility & check box

Click Add Selected Facility

# We're back to the main screen of the online portal

Payments Tab

njhome | citizen | business | government | services A to Z | department search

newjersey **njdep** department of environmental protection njdep online

njdep home | about dep | index by topic | programs/units | dep online

**My Workspace** | User Profile | Certifications | **Payments** | Documents and Forms | Permit Folder

Version: 6.1  
Currently logged in: Tim Davis (TDAVIS802) Help | Logout

**MY WORKSPACE**

**Service Selection** ↑ ↓

**Note:** Access to this electronic service selection and submittal area is granted by selecting facilities using the [user profile](#). Some services are accessible without selecting facilities as shown below.

**Air Program**  
[RADIUS File Submission](#)  
[General Permits \(for minor source facilities only\)](#)  
[General Operating Permits \(for Title V major source facilities only\)](#)  
[Permit/Certificate Folder](#)  
[NOx RACT Combustion Adjustment](#)  
[Excess Emission Monitoring Performance Reports \(EEMPR\)](#)  
[Periodic Compliance Certification](#)  
[Diesel Retrofit Program](#)

**Configure Services**

**My Facilities/Program Interests** ↑ ↓

**Note:** You may add Facilities/Program Interests by clicking the "Add Facilities" button below.

Facility Name	Facility ID	Program	Access Type	Access Status	Change Access	Manage Security	View	Remove
DEP AIR TEST P1 2	61605	Air	Individual With Direct Knowledge	Granted			16	

Clicking a column title will sort the table by that column.

Your selected ID has been added to My facilities

The search drop down includes; “All Bills” and “NJDEP Online Bills Only”

The screenshot displays the NJDEP website interface. At the top, there is a blue navigation bar with the text "njhome | citizen | business | government | services A to Z | departments" and the NJDEP logo. Below this is a secondary blue bar with the text "newjersey department of environmental protection". A main navigation menu consists of several tabs: "My Workspace", "User Profile", "Certifications", "Payments", "Documents and Forms", and "Permit Folder". Under the "Payments" tab, there is a sub-menu with options: "Payments By User", "Payments By Facility", "Payments By Service Type", "Payment By Invoice Number", and "Payment History". The page indicates "Version: 6.1" and "Currently logged in: Tim Davis (TDAVIS802)". A prominent blue header reads "PAYMENT SUMMARY - BY USER". Below this is a "Search" section with a "Bill Type" label, a dropdown menu, and a "Search" button. A "Results" section is also visible.

**Please perform a search to view available payments.**

department: [njdep home](#) | [about dep](#) | [index by topic](#) | [programs/units](#) | [dep online](#)  
statewide: [njhome](#) | [citizen](#) | [business](#) | [government](#) | [services A to Z](#) | [departments](#) | [search](#)

Copyright © State of New Jersey, 1996-2004  
Department of Environmental Protection  
P. O. Box 402  
Trenton, NJ 08625-0402

Last Updated: June 24, 2004

# Select “All Bills” and click search

njhome | citizen | business | government | services A to Z | departments

newjersey njdep department of environmental protection

search

njdep online

njdep home | about dep | index by topic | programs/units | dep online

My Workspace | User Profile | Certifications | Payments | Documents and Forms | Permit Folder

Payments By User | Payments By Facility | Payments By Service Type | Payment By Invoice Number | Payment History

Version: 6.1  
Currently logged in: Tim Davis (TDAVIS802)

Help | Logout

### PAYMENT SUMMARY - BY USER

#### Search

Bill Type:  Search

#### Results

Select a bill by clicking its checkbox.

Select	ID	Submission Name	Facility ID	Facility Name	Program	Service	Type	Creation Date	Amount
<input type="checkbox"/>	180356090	N/A	61605	DEP AIR TEST PI 2	Air	Prescribed Enforcement Action	AONOCAPA	04/04/2018	\$200.00

Clicking a column title will sort the table by that column.

Clear/Check All Continue

Find the bill you are looking to pay and check the “Select” box and hit continue

# This bill matches with the invoice I received!


**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**AIR & ENVIRONMENTAL QUALITY**  
**COMPLIANCE AND ENFORCEMENT**

INVOICE NO.  
180356090

Program Interest
DEP AIR TEST PI 2 401 E STATE ST Trenton, NJ. 08625 61605

Type of Notice	Amount Due
ORIGINAL (NON-INITIAL)	\$ 200.00
<b>Billing Date</b>	<b>Due Date</b>
04/04/18	06/14/18
<b>NJEMS Bill ID</b>	
000000180582400	

Summary	
Total Amount Assessed	200.00
Amount Received Before Creating Installment Plan (if installment plans is allowed)	0.00
Amount Transferred To Installment Plan	0.00
Installment Amount	0.00
Total Amount Credited	0.00
Total Amount Debited (Other Than Amounts Assessed)	0.00
<b>Total Amount Due</b>	<b>200.00</b>

**REMINDER:**  
 YOU CAN PAY THIS BILL ONLINE WITH A CREDIT CARD OR E-CHECK.  
 GO TO [HTTP://WWW.NJ.GOV/DEP/ONLINE](http://www.nj.gov/dep/online) AND CLICK PAY A PAPER INVOICE.  
 THE SYSTEM WILL ASK FOR THE INVOICE NUMBER THAT IS FOUND AT THE TOP-RIGHT CORNER OF THIS BILL.  
 THERE IS NO FEE FOR PAYING VIA E-CHECK; FOR CREDIT CARD USE, 1.9% OF THE TOTAL + \$1 IS CHARGED.  
 TO PAY BILL BY MAIL SEND A CHECK PAYABLE TO TREASURER-STATE OF NEW JERSEY.  
 WRITE INVOICE NUMBER AND PROGRAM INTEREST NUMBER ON CHECK.  
 RETURN CHECK WITH BOTTOM PORTION OF THIS INVOICE TO THE NJ DEPARTMENT OF TREASURY.  
 IF YOU HAVE QUESTIONS SEE BACK OF INVOICE FOR CONTACT INFORMATION.

See Back Of Page for Billing Inquiries

INVOICE NO.  
180356090

D901F (R 3/14/02)


**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**AIR & ENVIRONMENTAL QUALITY**  
**COMPLIANCE AND ENFORCEMENT**

INVOICE NO.  
180356090

Program Interest ID	Type of Notice	Billing Date	Due Date	Amount Due
61605	ORIGINAL (NON-INITIAL)	04/04/18	06/14/18	\$ 200.00

**NJEMS Bill ID**  
000000180582400

For name and/or address change, check box and write corrections on the back of this invoice.

**DO NOT FOLD, BEND OR MARK** Enter the Amount of your payment → \$   
 **RETURN THIS PORTION** with your check made payable to:

A2 FICTITIOUS BILLING PARTY  
9 EWING ST  
Trenton NJ 08625

TREASURER - STATE OF NEW JERSEY  
and mail to:  
NJ DEPARTMENT OF TREASURY  
DIVISION OF REVENUE  
PO BOX 417  
TRENTON, NJ 08646-0417

EP1010101010101010100601060005111110000200000007851803560908A20


**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**AIR & ENVIRONMENTAL QUALITY**  
**COMPLIANCE AND ENFORCEMENT**

INVOICE NO.  
180356090

Program Interest
DEP AIR TEST PI 2 401 E STATE ST Trenton, NJ. 08625 61605

Type of Notice	Amount Due
ORIGINAL (NON-INITIAL)	\$ 200.00
<b>Billing Date</b>	<b>Due Date</b>
04/04/18	06/14/18
<b>NJEMS Bill ID</b>	
000000180582400	

AONOCAPA  
 Prescribed Enforcement Action  
 This bill was created by the Assessments Trigger.

**ASSESSMENTS**  
 Start-End Date: 04/04/2018-04/04/2018 Activity: PEA180001  
 Assessment Type: PENALTY Status: Open (Pending Payment)  
 Regulatory Basis: [N.J.S.A. 26:2C-19(b)] Amount: \$ 200.00  
 Total Amount Assessed: \$ 200.00

- My Workspace
- User Profile
- Certifications
- Payments
- Documents and Forms
- Permit Folder

Version: 6.1  
 Currently logged in: Tim Davis (TDAVIS802)

[Help](#) | [Logout](#)

- 1 - Payment Summary
- 2 - Payment Details
- 3 - Review Payment Information
- 4 - Payment Confirmation

**Please Note**  
 You may click on a previously visited page (above) to navigate back to that screen.

**PAYMENT SUMMARY**

**Charges**

ID	Facility ID	Facility Name	Program	Service	Type	Creation Date	Amount
180356090	61605	DEP AIR TEST PI 2	Air	Prescribed Enforcement Action	AONOCAPA	04/04/2018	\$200.00
<b>Total:</b>							\$200.00

Clicking a column title will sort the table by that column.

- Pay via Credit Card
- Pay via eCheck
- Return

Payment options include a credit card (Visa, MasterCard, Discover or American Express) or an eCheck from a valid checking account.

# Credit Card Option

**Payment**

Payment Type ✔

**Credit Card**

**Customer Information**

Complete all required fields [ \* ]

Country

First Name \*       Last Name \*

Company Name

Address \*

Address 2

City \*       State \*

ZIP/Postal Code \*

Phone       Email

**Next**

**Transaction Summary**

depAirC&E-Payment by Registered User-180356090	\$200.00
Service Fee	\$4.80
<b>TOTAL</b>	<b>\$204.80</b>

**Need Help?**  
Please complete the Customer Information Section

***When using this option:***  
 There is a fee of 1.9% of the payment + a \$1.00 added.  
 In this case  $1.9\% * 200 = \$3.80 + \$1.00 = \$4.80$

# eCheck Payment Option

The screenshot shows the NJDEP website header with navigation links: njhome | citizen | business | government | services A to Z | departments. The NJDEP logo is also present. Below the header is a navigation bar with buttons for My Workspace, User Profile, Certifications, Payments, Documents and Forms, and Permit Folder. The main content area shows the user is logged in as Tim Davis (TDAVIS802) and is on the 'MAKE PAYMENT - BY eCHECK' page. A sidebar on the left contains a list of steps: 1 - Payment Summary (highlighted), 2 - Payment Details, 3 - Review Payment Information, and 4 - Payment Confirmation. Below the sidebar is a 'Please Note' section with instructions on navigating back to previous pages. The main content area contains a question about funding source and radio button options for Yes and No.

njhome | citizen | business | government | services A to Z | departments

newjersey njdep  
department of environmental protection

My Workspace | User Profile | Certifications | Payments | Documents and Forms | Permit Folder

Version: 6.1  
Currently logged in: Tim Davis (TDAVIS802)

**MAKE PAYMENT - BY eCHECK**

In order to comply with new banking rules, please answer the following question:

Will the funds for the payment come from an account outside the United States (Yes/No)?

Yes  No

**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.



My Workspace

User Profile

Certifications

Payments

Documents and Forms

Permit Folder

Version: 6.1

Currently logged in: Tim Davis (TDAVIS802)

### MAKE PAYMENT - BY eCHECK

1 - Payment Summary

2 - Payment Details

3 - Review Payment Information

4 - Payment Confirmation

**Please Note**

You may click on a previously visited page (above) to navigate back to that screen.

In order to comply with new banking rules, please answer the following question:

Will the funds for the payment come from an account outside the United States (Yes/No)?

Yes  No

**The State of New Jersey cannot accept electronic payments from accounts outside of the United States. Payments from foreign accounts cannot be made electronically. Please use another account to make the payment.**

[Return to Payment Summary](#)

# eCheck Payment Option

My Workspace User Profile Certifications Payments Documents and Forms Permit Folder

Version: 6.1  
Currently logged in: Tim Davis (TDAVIS802)

Help | Logout

## MAKE PAYMENT - BY eCHECK

1 - Payment Summary

2 - Payment Details

3 - Review Payment Information

4 - Payment Confirmation

In order to comply with new banking rules, please answer the following question:

Will the funds for the payment come from an account outside the United States (Yes/No)?

Yes  No

**Total: \$200.00**

**Bank Routing No.\*:**

[How to find your Routing Number](#)

**Account Number\*:**

**Account Type\*:**

**Name on Account\*:**

**Contact Name\*:**

**Contact Phone No.\*:**

**Contact Phone No. Ext:**

**Contact E-Mail\*:**

\* Required

Continue Clear Cancel

**Note: There are no additional fees when paying by eCheck**

# Non-registered Users

Type in njdeponline



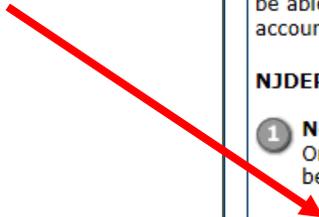
njdeponline

Google Search

I'm Feeling Lucky

# http://www.nj.gov/dep/online/

Pay a paper invoice



Governor Phil Murphy • Lt. Governor Sheila Oliver  
NJ Home | Services A to Z | Departments/Agencies | FAQs  
Search  All of NJ

STATE OF NEW JERSEY  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

DEP Home | About DEP | Index by Topic | Programs/Units | DEP Online

**njdep** online your portal to e-government services

Welcome to New Jersey Department of Environmental Protection's Online Business Portal

The NJDEP Online system can be accessed via the myNewJersey Portal at <http://www.nj.gov> or accessed directly from this page by selecting 'Log in to NJDEP Online'. You will be required to have a myNewJersey Portal account in order to access NJDEP's online services. If you do not have a myNewJersey Portal account you will be able to create one during the registration process. You will also be able to use this same myNewJersey account to access other services provided by other New Jersey Departments.

**NJDEP Online offers 2 different types of services, Non-registered and Registered:**

- 1 Non-registered Services** do not require NJDEP Online or myNewJersey account creation and can be accessed without logging in:
  - [Pay a Paper Invoice](#) (Certain invoice types are not available for online payment)
  - [Documents and Forms](#)
  - [Pay for a License](#)
  - [Pesticide Product Registration](#)
  - [Saltwater Angler Registration](#)
  - [Request a Waiver](#)
  - [Vehicle Registration Renewal](#) (Recommended renewal method for companies with 10 or fewer vehicles)
- 2 Registered Services** require users to create a NJDEP Online and myNewJersey account:
  - [View Registered Services](#) (You must be logged in to use these services)

**Already a Registered User?**

[Login to NJDEP Online](#)

Some NJDEP Online services have associated fees. A Visa, MasterCard, Discover, American Express credit card, or a valid checking account is required for online payment of the required fees.

[Forgot your password?](#)

**New User?**

Please read the following instructions carefully before continuing:  
[Registration Instructions](#)  
(PDF - 1.27MB)

[Request Access to NJDEP Online](#)

For use with Microsoft Internet

Version: 6.1

Currently logged in: Tim Davis (TDAVIS802)

[Help](#) | [Logout](#)

### EXPRESS PAYMENT - ENTER INVOICE NUMBER

**IMPORTANT** As of July 1, 2015, the New Jersey Department of Environmental Protection (NJDEP) will be transitioning from a transaction fee model to a convenience fee model for accepting credit card payments. Please note that NJDEP will continue to offer electronic check (eCheck/EFT) and Bill Me Later (available on some services) payment options completely free of any transaction charges.

Starting July 1, 2015, if you select Pay via Credit Card, you will be transferred to the new credit card processing web page. This page will display a line item for the NJDEP fee and a separate Service Fee line item representing the credit card convenience fee to be charged. The convenience fee is 1.9% of the amount being charged + \$1.00.

Please enter the invoice number off of your paper bill. The invoice number is on the top right of the bill.

**Invoice Number:**

[Continue](#)



Please enter the invoice number off of your paper bill. The invoice number is on the top right of the bill.



NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
AIR & ENVIRONMENTAL QUALITY  
COMPLIANCE AND ENFORCEMENT

INVOICE NO.  
180356090

Program Interest
DEP AIR TEST PI 2 401 E STATE ST Trenton, NJ. 08625 61605

Type of Notice
ORIGINAL (NON-INITIAL)

Amount Due
\$ 200.00

Billing Date
04/04/18

Due Date
06/14/18

NJEMS Bill ID
000000180582400

Summary	
Total Amount Assessed	200.00
Amount Received Before Creating Installment Plan (if installment plans is allowed)	0.00
Amount Transferred To Installment Plan	0.00
Installment Amount	0.00
Total Amount Credited	0.00
Total Amount Debited (Other Than Amounts Assessed)	0.00
<b>Total Amount Due</b>	<b>200.00</b>

REMINDER:  
YOU CAN PAY THIS BILL ONLINE WITH A CREDIT CARD OR E-CHECK.  
GO TO HTTP://WWW.NJ.GOV/DEP/ONLINE AND CLICK PAY A PAPER INVOICE.  
THE SYSTEM WILL ASK FOR THE INVOICE NUMBER THAT IS FOUND AT THE TOP-RIGHT CORNER OF THIS BILL.  
THERE IS NO FEE FOR PAYING VIA E-CHECK; FOR CREDIT CARD USE, 1.9% OF THE TOTAL + \$1 IS CHARGED.  
TO PAY BILL BY MAIL SEND A CHECK PAYABLE TO TREASURER-STATE OF NEW JERSEY.  
WRITE INVOICE NUMBER AND PROGRAM INTEREST NUMBER ON CHECK.  
RETURN CHECK WITH BOTTOM PORTION OF THIS INVOICE TO THE NJ DEPARTMENT OF TREASURY.  
IF YOU HAVE QUESTIONS SEE BACK OF INVOICE FOR CONTACT INFORMATION.

See Back Of Page for Billing Inquiries

INVOICE NO.  
180356090

D9901F (R 3/14/02)



NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
AIR & ENVIRONMENTAL QUALITY  
COMPLIANCE AND ENFORCEMENT

INVOICE NO.  
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\$ 200.00

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000000180582400

For name and/or address change, check box and write corrections on the back of this invoice.

**DO NOT FOLD, BEND OR MARK** Enter the Amount of your payment → \$

**RETURN THIS PORTION** with your check made payable to:

A2 FICTITIOUS BILLING PARTY  
9 EWING ST  
Trenton NJ 08625

TREASURER - STATE OF NEW JERSEY  
and mail to:  
NJ DEPARTMENT OF TREASURY  
DIVISION OF REVENUE  
PO BOX 417  
TRENTON, NJ 08646-0417

EP10101010101010101010100601060005111110000200000007851803560908A20



NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
AIR & ENVIRONMENTAL QUALITY  
COMPLIANCE AND ENFORCEMENT

INVOICE NO.  
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Amount Due
\$ 200.00

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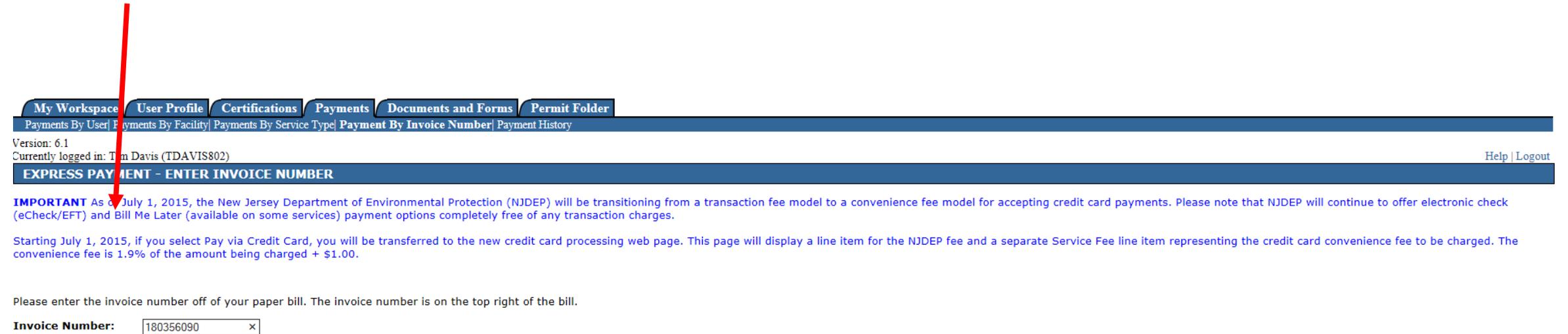
AONOCAPA  
Prescribed Enforcement Action  
This bill was created by the Assessments Trigger.

ASSESSMENTS  
Start-End Date: 04/04/2018-04/04/2018 Activity: PEA180001  
Assessment Type: PENALTY Status: Open (Pending Payment)  
Regulatory Basis: [N.J.S.A. 26:2C-19(b)] Amount: \$ 200.00  
Total Amount Assessed: \$ 200.00

INVOICE NO.  
180356090

# We enter the invoice number...

Fees are referenced here. 1.9% + \$1 for credit cards, no fees for eChecks



My Workspace | User Profile | Certifications | Payments | Documents and Forms | Permit Folder

Payments By User | Payments By Facility | Payments By Service Type | **Payment By Invoice Number** | Payment History

Version: 6.1  
Currently logged in: Tom Davis (TDAVIS802) [Help](#) | [Logout](#)

**EXPRESS PAYMENT - ENTER INVOICE NUMBER**

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**Invoice Number:**

and hit continue

# From this point the process is identical to what we went over for registered users

Documents and Forms | Non-Registered Services | Registered Services

Version: 6.1 [Help](#) | [Login](#)

### PAYMENT SUMMARY

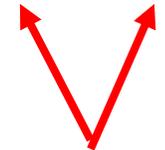
#### Charges

ID	Facility ID	Facility Name	Program	Service	Type	Creation Date	Amount
180356090	61605	DEP AIR TEST PI 2	Air	Prescribed Enforcement Action	AONOCAPA	04/04/2018	\$200.00
<b>Total:</b>							\$200.00

Clicking a column title will sort the table by that column.

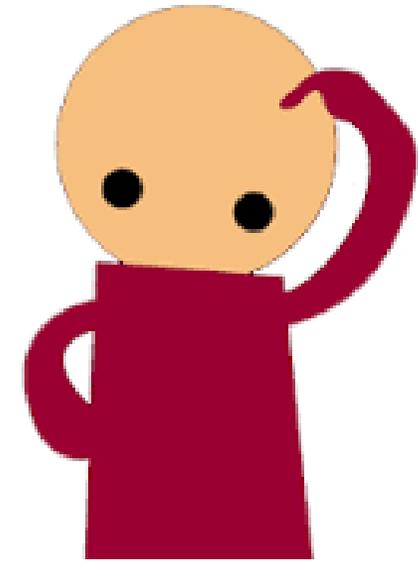
**Please Note**  
You may click on a previously visited page (above) to navigate back to that screen.

[Pay via Credit Card](#) [Pay via eCheck](#) [Return](#)



## Payment Options

# Questions



**WHO'S AWESOME?**



**YOU'RE AWESOME!**

If you need assistance contact your field office or myself

Tim Davis

NJDEP - Air C&E

Southern Regional Office

Camden, New Jersey 08103

[tim.davis@dep.nj.gov](mailto:tim.davis@dep.nj.gov)

856-614-3601

**Northern Regional Office: (973) 656-4444**

(Bergen, Essex, Hudson, Hunterdon, Morris, Passaic, Somerset, Sussex, Union and Warren counties)

**Central Regional Office: (609) 292-3187**

(Burlington, Mercer, Middlesex, Monmouth and Ocean counties)

**Southern Regional Office: (856) 614-3601**

(Atlantic, Camden, Cape May, Cumberland, Gloucester, and Salem counties)