**Fee Payment**

A Fee Payment account is used in GEOS for only making payments. It has no other permissions other than making payments. As a part of a Fee Payment account, one can:

- View and Submit online payments
- Track account transactions

There is one exception, a Responsible Official (RO) does have access to a Fee Payment account and can designate other employees to having Fee Payment access.

When logged into a Fee Payment account, you can start the process of making a payment by selecting the ‘Make Online Payment’ button.
Under the Other Department Submittal Type List, select the blue Start button.

Click Next on next screen

**APPLICATION FORM LIST (Submission ID: 42582)**

If you know what Form(s) you need for your application, please select them from the list below.

If you DO NOT know what form(s) you need for your application, please just click on “Next” button to complete the form online.

- GA EPD staff will determine what forms need to be filled out based on your initial request.

**All Applicable Forms List**

- Online Payment - FIMS
Next, enter the Account ID and Invoice number for online payment. Invoice number should be from application you submitted.

**Online Payment - FIMS (Submittal ID: 42588)**

Please fill out the form below.

**FIMS Account/ Invoice Information**

- Account ID: 
- Invoice Number: [Search]

From there, you will see which fees will need to be paid. People will be able to utilize 3 forms of payment: check, money order and eCheck.

**Outstanding Balance**

- Blanket Notification Application (View Fee Schedule)
- Asbestos
  - Annual Asbestos Blanket Notification Fee

**Payment Method**

- Fee Amount:
- Amount Due:

**TOTAL PAYABLE:**

- Payment Method:
  - Check
  - Money Order
  - eCheck (ACH - NACHA)
With the check and money order options, you will need to mail them. But, with the eCheck option, you will need to fill out the account type (checking or savings), account number, and bank routing number.

Once you submit your fee online, you can track it through Submittal tab and selecting Track Submitted Submittals.