



NDEP EPAYMENT

You may access the NDEP e-payment portal at <https://epayments.ndep.nv.gov/> The system requires a checking or credit card account from which to draw funds.

1. You will need to make an ID and passcode and set up an account.
2. When inside the portal choose “e-payment Main Menu” a. click **“Pay an application fee,”** continuing to number 3, below.
3. In the first drop down, “NDEP Bureau,” choose **“Water Pollution Control”**
4. On the next drop down, “Select the Application Type,” **(Wastewater Operation Certification Program)** choose the permit for which you are applying
5. This opens the payment entry space. **Enter amount.** “Save and Continue”
6. The next window is to Verify or Update Contact Info. “Save and Continue” 7. “Enter Payment Window” –choose either e-check (free) or credit card (2.5% service fee) a. Choosing “e-check” will open a window that resembles a check and asks for the Routing Number and Account Number. b. Choosing “credit card” will open a payment window with text windows
8. Enter in required areas. “Make Payment”
9. When entered and approved, the payment comes directly to NDEP.
10. A receipt will be sent to your email and an electronic copy to the Bureau