




Pay Fees and Print Your Permit

1. You will receive an email notification when the fees are ready to be paid. Log in, click on the “Actions” drop down menu, and click on “Pay Fees”.

10 N ROBINSON ST, CLEBURNE, TX, 76031 
Water Heater Replacement

Fees Due
Actions...

2. The next screen will confirm the amount due. Click in the check box to agree to the payment terms and conditions, then click on “Pay Now”.

Fees

Fee	Amount
Plumbing Permit Fee	\$11.00
Total Fees: \$11.00	

Payment Amount: \$11

Authorize.Net (*NOTE* - Once you make your payment, please be sure you click Continue on the Payment Confirmation Page for payment to fully process)

Payment Terms and Conditions

3. After you click Pay Now, you’ll be directed to the payment information page. Here you’ll enter your Visa or MasterCard information and the billing address information. **Make sure you click “Continue” to complete your payment.**
4. Once the fees are paid, your permit will be issued automatically. You can download your permit document from the permitting system by clicking on the Actions drop down, then click “Get PDF Report”. This will open a PDF file of your permit document which you can save to your computer and print as needed.

Feel free to contact us if you have any questions.