

Go to: [www.northcharleston.org](http://www.northcharleston.org) and click on the following

**1). Government**



**2). Finance**



**3) Online Payments**

**Finance Department Functions**

- [Business Licenses](#)
- [Bill Payment and Accounts Payable](#)
- [Tax Information](#)

**ONLINE PAYMENTS**

**4). Finance Department Online Payments**

**FINANCE DEPARTMENT ONLINE PAYMENTS**

**5) Select payment type**

A screenshot of a web form titled "Enter Account Information". At the top, it says "All fields are required" and "Your session will expire in 30 minutes". Below this is a section for "Payment Type" with a dropdown menu labeled "Select Payment Type". Underneath, there are two text input fields: "Phone Number" and "Please enter your ten digit phone number". At the bottom of the form, there are two buttons: "Pay Another Account" and "Continue".

**6) Use the drop down and click [finance -other](#)**

## CREDIT CARD PAYMENT PROCESS

Enter Account Information

All fields are required  
Your session will expire in 30 minutes

Payment Type

Select a Payment Type

Select a Payment Type including dashes

Select a Payment Type

- Credit Card Payment
- Cash Payment
- Check Payment
- Debit Card Payment
- Gift Card Payment
- Merchant Card Payment

7). Put in telephone number and click continue

Enter Account Information

Please enter the account number

All fields are required  
Your session will expire in 30 minutes

Payment Type

Home Visa

Please enter your ten digit phone number excluding dashes

Phone Number

Please enter your ten digit phone number

Pay Another Account

Continue

8). In the First Name Box put in your name or business

Please place your ID# in the last name box

Enter Payment Information

All fields are required unless stated as optional

First Name

Last Name

SSN

Email

First Name

Last Name

SSN

Optional

Optional Phone Number

Payment Company

Payment Type	Business	Service	Payment Method
Home Visa	Business	Service	Home Visa

Payment Method

Home Visa

Home Visa

- You cannot use the Credit Card system unless you receive an email from the Building Department saying your permit is ready.
- If caught doing work without a permit you will be charged a triple fee.