

Department of  
Regulatory and  
Economic Resources  
(RER)



ePayment  
System  
Guide



# ePayment

The Department of Regulatory and Economic Resources ePayment site has been enhanced. From now on when you select the **Make Payments** button on the RER Building Homepage you will be directed to the new ePayment site.

- This guide will walk you through the changes that have been made.

The screenshot displays the RER Building Homepage. At the top, there is a navigation bar with links for 'miamidade.gov', 'Government', 'Employees', and 'Calendar'. On the right side of the navigation bar, there is a '311 Contact Center' link, a 'Website Search' input field, and a 'Search' button. Below the navigation bar is a large banner image showing silhouettes of construction workers on a building site. The banner includes the RER logo and the text 'REGULATORY ECONOMIC RESOURCES'. Below the banner is a horizontal menu with tabs for 'Home', 'Building', 'Business', 'Environment', 'Licenses', 'Permits', 'Planning', and 'Zoning'. The 'Building' tab is currently selected. Below the menu, there is a 'Building' section with a 'Last Visited' link. On the left side of this section, there is a vertical list of 'ONLINE SERVICES' and 'FEATURED SERVICES'. The 'ONLINE SERVICES' list includes 'ONLINE SERVICES' and 'MAKE PAYMENTS', with the latter highlighted by a red box and a red arrow pointing from the left. The 'FEATURED SERVICES' list includes 'Permit Search & Inspections', 'Apply for Permit (Contractors)', 'Submit Applications and Track Permits & Plans', 'Inspection Routes & Results', 'Meet with Permit, Plan Review & Inspection Staff (MeetQ)', 'Find Existing Building Plans', 'Search Approved Products', and 'Certificate of Occupancy'. To the right of the 'ONLINE SERVICES' list, there are four circular icons representing 'Building Permits', 'Plan Review', 'Contractor Licenses', and 'Inspections'. Below these icons, there is a 'Building' section with a heading 'Florida Building Code SEVENTH (2020) Edition - Effective Dec. 31'. This section includes a small icon of a building, a paragraph of text stating that all permit applications and plans submitted on or after that date must comply with this edition, and a link to 'floridabuilding.org'. Below this text, there is another paragraph stating that any upload application submitted via the online portal after the close of business at 4 PM on December 30th, 2020 will have to comply with the 2020 edition, and a link to 'read full notice'. To the right of this section, there is a 'Small Business and Homeowner Permitting Assistance Team' section with a link to 'Learn about the Small Business and Homeowner Permitting Assistance Team' and a 'Plan Review and Inspection Workshops' section with a link to 'First-time registrants:'.

# ePayment

The comparison below highlights the changes between the old ePayment site and the new ePayment Application.

- The following circled links have been combined under the Pay Fees Due option:
  - Online Permit Application – Pay Fees Due
  - Online Permit application – Pay Multiple Processes
  - Vehicle or Boat Sales Certificate of Use
  - Portable Mini-Storage Unit – Certificate of Use

## Old

**Make Payments - Permits**

**Building Permits**

- ▶ [Online Permit Application - Pay Fees Due](#)  
Pay permit fees, including Certificate of Use fees, online by credit card or check by using the Process Number.
- ▶ [Online Permit Application - Pay Multiple Processes](#)  
Pay for multiple permitting processes by using the Process Number(s).
- ▶ [Impact Fee Payments](#)  
Pay the Impact Fee assessment using the Process Number(s).

**Compliance**

- ▶ [Vehicle or Boat Sales Certificate of Use](#)  
Pay for a Certificate of Use to sell a vehicle or boat on a residential property.
- ▶ [Portable Mini-Storage Unit - Certificate of Use](#)  
Pay for a Certificate of Use to temporarily have a portable mini-storage unit on a residential property.

**Inspections**

- ▶ [Pay Re-Inspection Fee](#)  
Pay permit re-inspection fees online by credit card or check using the Permit Number.
- ▶ [Pay Fire Inspection Fee](#)  
Make a Fire Inspection request, view inspection history and pay for inspection fees.

## New

**ePayment**

Miami-Dade Department of Regulatory and Economic Resources Online Payment Services

Pay permit, inspection, impact and related development fees.

**Pay Fees Due**

Pay any of the following fees using individual and multiple processes/invoice numbers:

- Upfront Fees
- Permit Fees (County and Municipal)
- Certificate of Occupancy/Completion
- Certificate of Use (County and Municipal)
- Contractor's Licensing Fees
- Enforcement Fees (Unsafe Structures Liens, NOV Extensions, Foreclosure Registry, etc.)
- Zoning Applications (Zoning Hearings, Administrative Adjustments, Administrative Site Plan Reviews, etc.)
- Platting and Paving & Drainage Fees
- Boilers Certificate Fees
- Additional miscellaneous fees, including, but not limited to Microfilm, etc.

[Pay Fees Due](#)

**Pay Re-Inspection Fees**

Pay Building, Electrical, Mechanical and Plumbing permit re-inspection fees online by credit card or check using the Permit Number.

[Pay Re-Inspection Fees](#)

**Pay Fire Re-Inspections**

Make a Fire Inspection request, view inspection history and pay for inspection fees.

[Pay Fire Re-Inspections](#)

**Pay Impact Fees**

Pay the Impact Fee assessment using the Process Number(s).

[Pay Impact Fees](#)

**Pay Re-Inspection Fee** has also been updated; however, **Impact Fee Payments** and **Pay Fire Inspection Fee** will continue to be the same sites with which you are familiar.

# Paying Process/Invoice Numbers

Under **Pay Fees Due** is a list of some of the payments that can currently be made. Remember that to make any of these payments you will need your process/invoice number(s). The **Pay Fees due** site allows up to 8 process numbers to be paid at a time.

- When ready to pay a process/invoice number, press the **Pay Fees Due** button.
- On the *Shopping Cart* screen enter the process/invoice number(s).
  - Type the process/invoice number one at a time, selecting the **+Add** button after each entry. (Remember that process/invoice numbers begin with a letter, the letter must be included when entering the process/invoice number.)
- After entering all the process/invoice numbers, press the **Next>>** button.



## Pay Fees Due

Pay any of the following fees using individual and multiple processes/invoice numbers:

- Upfront Fees
- Permit Fees (County and Municipal)
- Certificate of Occupancy/Completion
- Certificate of Use (County and Municipal)
- Contractor's Licensing Fees
- Enforcement Fees (Unsafe Structures Liens, NOV Extensions, Foreclosure Registry, etc.)
- Zoning Applications (Zoning Hearings, Administrative Adjustments, Administrative Site Plan Reviews, etc.)
- Platting and Paving & Drainage Fees
- Boilers Certificate Fees
- Additional miscellaneous fees, including, but not limited to Microfilm, etc.

Pay Fees Due

CART PAYMENT REVIEW STATUS

This application is available seven days a week from 12:30 a.m. to 11:30 p.m.  
To report a problem, email [bdgdept@miamidade.gov](mailto:bdgdept@miamidade.gov) or call (786) 315-2100 during the business hours of 7:30 a.m. to 4:00 p.m., Monday through Friday.

Shopping Cart Next >>

There is a maximum of 8 Processes/Invoice Numbers per transaction.

Process / Invoice Number	Site Address	Amount Due	Options
<input type="text"/> <span>+ Add</span>			
TOTAL		\$0.00	

# Paying Process/Invoice Numbers

- On the following **Payment** page select the method of payment (Mastercard, Visa, American Express, Discover, or Bank Account).

- Complete all the sections under **Payment Information:**

- Credit Card Information** or **Account Information**, *if paying with a Bank Account.*

- Personal Information**
- Billing Information**

- Note: A Phone number and Email Address are *required* to continue.



This application is available seven days a week from 12:30 a.m. to 11:30 p.m.  
To report a problem, email [blgdept@miamidade.gov](mailto:blgdept@miamidade.gov) or call (786) 315-2100 during the business hours of 7:30 a.m. to 4:00 p.m., Monday through Friday.

### Payment Information

« Back   Next »

MasterCard

#### Credit Card Information

Card Number   Exp. Month   Exp. Year   CVV

#### Personal Information

First Name   Middle Name   Last Name  
Phone Number   Email Address

#### Billing Information

Billing Address 1   Billing Address 2  
United States   City   Florida   Zip Code

CVV  
Visa, Master Card  
American Express

# Paying Process/Invoice Numbers

- Review that the payment information and process/invoice number(s) are correct.
- Press the **Submit >>** button, or if corrections are necessary press the **<< Back** button.
- After selecting **Submit** confirm that you want to Submit the Payment by selecting **Yes**.



**Submit Payment**

Your are about to proceed with your payment.  
Do you want to continue?

**YES** CANCEL

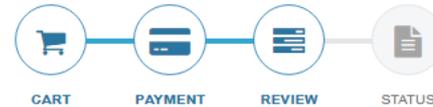
- Click **Understood** on the succeeding Important message.

**Important!**

Please, do not close or refresh the page during next process.

**UNDERSTOOD** CANCEL

- You can return to the ePayment site anytime using this link.



This application is available seven days a week from 12:30 a.m. to 11:30 p.m.  
To report a problem, email [bdgdept@miamidade.gov](mailto:bdgdept@miamidade.gov) or call (786) 315-2100 during the business hours of 7:30 a.m. to 4:00 p.m., Monday through Friday.

### Review Payment

[« Back](#) [Submit »](#)

**Payment Method**

[ Credit Card ]

Email Notification emailaddress@domain.com

MasterCard ending in 99 9999 999 MAIN ST

**Process / Invoice Number**

Process / Invoice Number	Price
C2 C2021999999	\$152.11
<b>TOTAL</b>	<b>\$152.11</b>

If you have questions about Payments Assessment, call 786-315-2100.  
For questions about acceptable forms of payment or other payment processing issue call the Cashier Section at 786-315-2397.

[Back to Home Page](#)

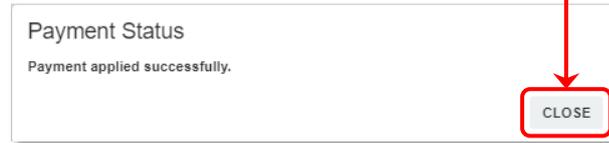


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# Paying Process/Invoice Numbers

- Once the Payment has successfully been applied. Close the Payment Status popup by clicking the **Close** button.



- The payment receipt will be displayed on the screen and will give you the option to **Print** or you can select << **Start Over** to make additional payments.

Payment Status

Payment applied successfully.

CLOSE

CART PAYMENT REVIEW STATUS

This application is available seven days a week from 12:30 a.m. to 11:30 p.m.  
To report a problem, email [blgddept@miamidade.gov](mailto:blgddept@miamidade.gov) or call (786) 315-2100 during the business hours of 7:30 a.m. to 4:00 p.m., Monday through Friday.

Payment Status < Start Over Print >

**Thank You For Your Payment!**

Payment submitted successfully!

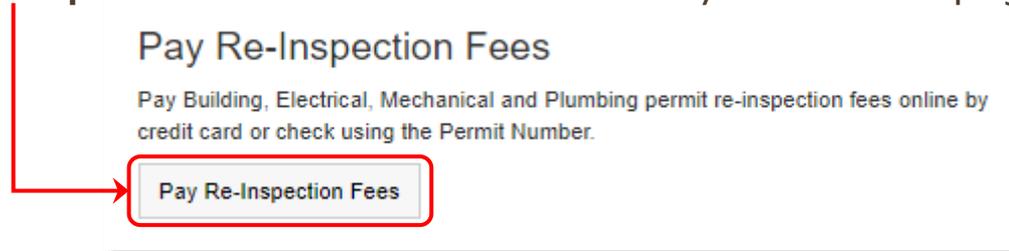
Order Date	4/20/2021
Order Time	6:03:47 PM
Transaction Number	200421AD3-EDC6F754-E269-464D-97F9-57070FBF259E
Authorization Number	412540
Payment Option	Credit Card
Name	ipastest ipastest
Payment Item(s)(1)	\$152.11
CE021999999	\$152.11
Job Address	UPFRONT FEES
TOTAL	\$152.11

- Clicking the link in the receipt will take you to the system of record or allow you to view your case.

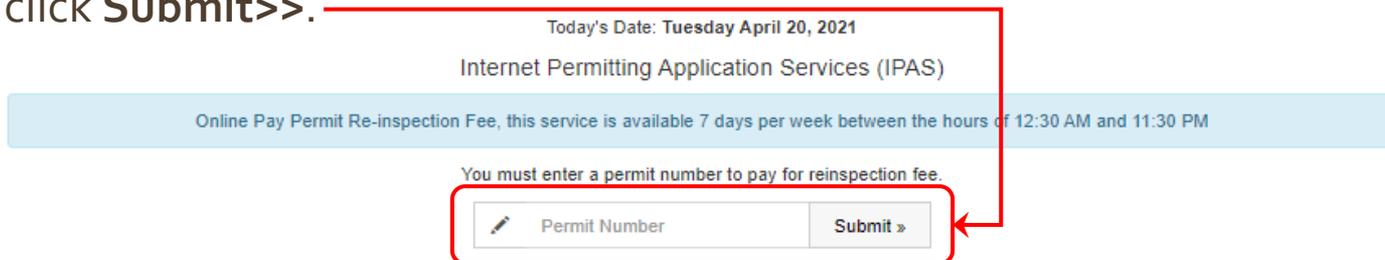


# Paying Re-Inspection Fees

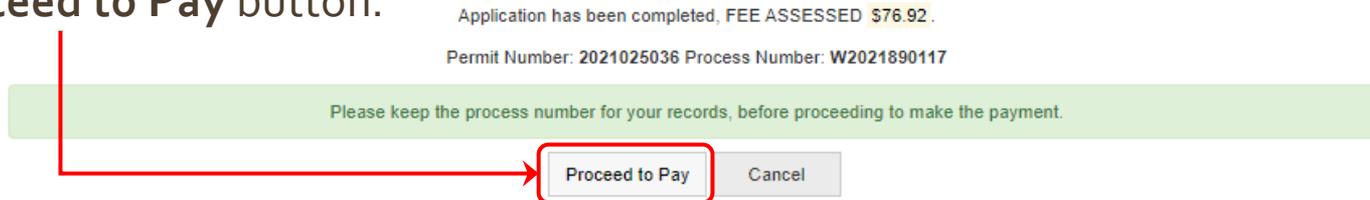
- To pay Building, Electrical, Mechanical and Plumbing permit re-inspection fees select the **Pay Re-Inspection Fees** button on the ePayment homepage.



- On the following page enter the **Permit Number** for which the fee needs to be paid and click **Submit>>**.



- On the next page verify the *Permit Number* you entered is correct and write down the Process Number, if you intend to pay later. If you are ready to pay now, click the **Proceed to Pay** button.



- If you choose to **Proceed to Pay**, follow the steps on pages 4-7 to complete the payment.

# Fire Re-Inspections and Impact Fees

- The Fire Re-Inspection Fees and Impact Fees payment sites have not changed. You can access both of those systems through the ePayment Application by using the **Pay Fire Re-Inspections** and **Pay Impact Fees** buttons.



## Pay Fire Re-Inspections

Make a Fire Inspection request, view inspection history and pay for inspection fees.

Pay Fire Re-Inspections

## Pay Impact Fees

Pay the Impact Fee assessment using the Process Number(s).

Pay Impact Fees



### Fire Inspection Request and Inquiry

Enter MDC Permit, Fire Application, or Fire Municipal Number:

Fire Inspection Request

SRI Request

Cancel Inspection

Inspection History

Pay Inspection Fees

#### Important Information

##### Fire Inspection Request:

- Inspections must be scheduled the day prior to the inspection before 4:00 p.m.
- Inspections may be cancelled if re-inspection fees are due from prior inspections.
- Cancellations must be submitted by 4:00 p.m. of the same day of inspection request. All cancellations after 4:00 p.m. will result in an automatic re-inspection fee.

##### SRI Inspection Request:

- Weekday SRI inspection must be requested before 1:00 p.m. for same day inspections.
- Weekend SRI inspection must be requested by Friday before 1:00 p.m.

For questions or inquiries, please call the Fire Prevention Division at (786) 315-2770.

[Print Permit Card](#)

You need your Process Number to print permit card.

## Impact Fees Online Payment



The Impact Fees Online Payment is available 7 days per week between the hours of 12:30 AM and 11:30 PM.

Add Process Maximum of 10 processes Cancel

Process Number	Suffix	Folio	Site Address	Amount Due
No process entered.				
Total Assessment Due: \$0.00				

Payment Method:  Convenience Fee: Total Charge:

Submit Payment

If you have questions about the Impact Fee Assessment please call the Impact Fee Section at 786-315-2660. For questions about acceptable forms of payment or other payment processing issue please call the Cashier Section at 786-315-2397.

# Contact Us

If you have payment related questions, contact the Department of Regulatory and Economic Resources Cashiering Section at 786-315-2517 or 786-315-2397.

For all other questions, please visit us at [Regulatory and Economic Resources](#)

Thank you for using our services.