

## HOW TO USE E-PAY

Create a new account or log into the E-Pay system at <https://epayments.ndep.nv.gov/>, choose *pay an invoice or recurring fee* and select Continue.

**ePayment Main Menu**

- Pay an Invoice using Access Code
- Pay an Invoice or Recurring Fee
- Pay an Application Fee
- Pay a Fine, Penalty or Settlement
- Pay a Mining Cash Bond
- Pay a Mining Reclamation Mod Fee
- Change Password
- Edit Personal Information

Then choose the bureau to pay, *Mining Regulation and Reclamation* and select Continue.

**Pay an Invoice or Recurring Fee**

User Id: Test BMRR Company Name: My Org Updated

Step 1: Select the NDEP Bureau

Step 2: Select the Bureau's Program to Pay

- Air Pollution Control
- Bureau of Industrial Site Cleanup
- Corrective Action
- Las Vegas Federal Facilities
- Mining Regulation and Reclamation
- Office of Financial Assistance
- Safe Drinking Water
- Waste Management
- Water Pollution Control
- WM-Closure Fund

Main Menu

Then choose the program, *Regulation Branch or Reclamation Branch*.

User Id: Test BMRR Company Name: My Org Updated

Step 1: Select the NDEP Bureau

Mining Regulation and Reclamation

Step 2: Select the Bureau's Program to Pay

- Mining Reclamation
- Mining Regulation Branch (M R G)

Continue

Main Menu

Once the bureau program is selected, the following shows on the screen. This is where you can enter the amount, permit number and a brief description. EDC (engineering design change), annual fees or modification. Next, select the Add button to pay multiple mining payments for other projects with one e-pay. If making only one payment, select Add and then Continue.

Step 2: Select the Bureau's Program to Pay

Mining Regulation Branch (M R G)

Enter the Facility Information

Amount	Permit #	Fee Desc.
<input type="text"/>	<input type="text"/>	<input type="text"/>

Payment Amount

Continue

Main Menu

Verify the company information on the next screen, select Continue if all is correct, and the next screen is where you can enter the bank information (routing number and account number) or you can choose *pay*

## **HOW TO USE E-PAY**

*with a credit card.* There is a 2.5% service fee when paying with a credit card. You will immediately receive an email confirmation of the payment.