

If you already have an account or wish to sign up for an account at the following link then you can pay online. <https://aca.accela.com/ONE/>. This account can also be used to access all licenses & permits with the City of Reno, Sparks and Washoe County.

The screenshot shows the top navigation bar with links: Home, Building, Business Licensing, Enforcement, Engineering, Fire, Health District, Planning, Public Works, more. A search bar is in the top right. Below the navigation is an 'Advanced Search' dropdown. The main content area is split into two columns. The left column has a 'Please Login' section with a message about security, a 'New Users' section with a 'Register Now' button, and a 'Register Now' button at the bottom. The right column has a 'Login' section with input fields for 'User Name or E-mail' and 'Password', a 'Login' button, and a 'Remember me' checkbox with links for 'I've forgotten my password' and 'New Users: Register for an Account'.

Once logged:

Click on **Health District**:

The screenshot shows the ONE website dashboard. The top navigation bar is the same as in the previous screenshot. Below it is a blue banner with the ONE logo and the text 'Serving Reno, Sparks, Washoe & Douglas County'. Below the banner is a navigation bar with links: Home, Building, Business Licensing, Enforcement, Engineering, Fire, Health District, Planning, Public Works, more. The 'Health District' link is circled in red with a red arrow pointing to it. Below the navigation bar is a 'Dashboard' section with links: Dashboard, My Records, My Account, Advanced Search. Below that is a greeting: 'Hello, Kelly Parsons'. At the bottom are two blue buttons: 'Saved in Cart (0) View Cart' and 'My Collection (0) View Collections'.

Scroll down to the General Search section, you have several options here for searching. Under **Agency** scroll to **Washoe**

The screenshot shows the 'General Search' section. It has a blue header with the text 'General Search'. Below the header is a dropdown menu for 'Agency' with options: --Select--, ONE, RENO, SPARKS, WASHOE. The 'WASHOE' option is highlighted in blue with a red arrow pointing to it. Below the dropdown is a 'Record/Permit Type:' label with a question mark icon and a dropdown menu with the option --Select-- and a blue arrow pointing down. Below that is a 'Business/Application Name:' label with an empty input field.

You can then search by your Permit #: AAIRXX-XXXX (for Stationary Source Permits) ASBXX-XXXX (for Acknowledgement of Asbestos Assessment), APCPXX-XXXX (for Dust Control Permits) the online program will refer to it as a "Record #". You can also search by address or business name.

This will bring up the details regarding the "Record #", click on Payments then Fees

Home Building Business Licensing Enforcement Engineering Fire

Create an Application by Agency Search Applications

Record ASB18-1373:

Asbestos

Record Status: Applied

Record Info Payments Fees

Record Details

Applicant: Project Description:

It will then show any Paid and Outstanding Fees, to the right of the Outstanding Fees you will see a live link to "Pay Fees", click on it.

Record ASB20-0581:
Asbestos
Record Status: Applied

Record Info Payments

Fees

Outstanding:

Date	Invoice Number	Amount	
10/19/2020	511005	\$128.00	Pay Fees

Total outstanding fees: \$128.00

Scroll to the bottom of the page to click on "Check Out" you may have to do this on a second page.

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Asbestos Assessment Review	1	\$128.00

TOTAL FEES: \$128.00

Note: This does not include additional inspection fees which may be assessed later.

Check Out »

Cart

1 Select item to pay	2 Payment information	3 Receipt/Record issuance
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Step 1: Select item to pay

Click on the arrow in front of a row to display additional information. Items can be saved for a future checkout by clicking on the Save for later link.

PAY NOW

1001 E 9TH ST RENO NV 89512

1 Application(s) | \$128.00

▶ Asbestos
ASB20-0581

Total due: \$128.00



Total amount to be paid: \$128.00

Note: This does not include additional inspection fees which may be assessed later. Payments of \$100,000 or more cannot be made online at this time. Please call the jurisdiction below to complete payment. If you receive any error, or your payment does not go through on the first try, DO NOT try again. Failure to do so may result in multiple payments being made. Please call the jurisdiction of the record you are trying to pay for and they will verify/complete your payment.

Checkout »

Edit Cart »

Continue Shopping »

The payment will be redirected to a third-party payment page. Follow the prompts to complete payment with your e-check or credit card information.

E-Check:

Review and Pay

Agency	Record ID	Type	Description	Amount
WASHOE_AIR_QUALITY	AS820-0581	Health/Air Quality/Asbestos/NA		\$128.00
				Subtotal: \$128.00

Total:
\$128.00 + \$.00 Convenience Fee

or

Contact Details

First Name* Last Name*

Email* Phone

For a copy of your receipt ex. (123) 456-7890

Address Line 1* Address Line 2

City* State* Zip*

Billing Details

Routing Number* Account Number*

Re-Enter Routing Number* Re-Enter Account Number*

Your Name
123 Main Street
Anywhere, NY 00000
Date 12/31

PAY TO THE ORDER OF _____ \$ _____

_____ DOLLARS

123123123 123456789 123

Routing Number Account Number Check Number

Name On Bank Account* Bank Name*

Account Type* Check Type*

I understand and accept that my account will be individually charged for each line item above and I may incur a non-refundable convenience fee.

Credit Card:

Review and Pay

Agency	Record ID	Type	Description	Amount
WASHOE_AIR_QUALITY	ASB20-0581	Health/Air Quality/Asbestos/NA		\$128.00
				Subtotal: \$128.00

Total:
\$128.00 + \$.00 Convenience Fee

or

Contact Details

First Name* Last Name*

Email* Phone
For a copy of your receipt ex. (123) 456-7890

Address Line 1* Address Line 2

City* State* Zip*

Billing Details

Credit Card Number* Expiration Date* CCV*
ex. 9999999999999999 ex. 07/31 ex. 999

Name On Card* Zip / Postal*

I understand and accept that my Credit Card will be individually charged for each line item above and I may incur a non-refundable convenience fee.

Once the transaction is complete you should then be e-mailed a receipt. If you do not receive a receipt, please contact AQMD.