

Department of Environmental Health



IT IS FREE AND SECURE!

Step-by-Step Instructions

1. Visit <http://www.DEHPAY.com>
2. Click on the DEH tab



3. If you know your **Record Number**, enter it in the Record Number box

| |
|-----------------------|
| Record Number: |
| DEH2017-FFPP-123456 |

Your record (or permit) number can be found on the top section of your invoice.

If you do not know your record (or permit) number, you can call us at (858) 505-6930 for further assistance.

4. Click on the **Search** button located near the bottom of the page
5. Click on **Payments** and select **"Fees"** from the dropdown list
6. Click on the **"Pay Fees"** link in the "Outstanding" section

| Outstanding: | | |  Pay Fees |
|---|----------------|----------|---|
| Date | Invoice Number | Amount | |
| 04/26/2019 | 2887382 | \$169.00 | |
| Total outstanding fees: \$169.00 | | | |

7. Review your fees and click the **Continue Application >** button
This will redirect you to the County of San Diego Environmental Health **Bill Pay Site**
8. Select a payment method and then fill in all required information **indicates a Required Field*
9. Once you are done, click the **Submit Payment** button. **Click only once, and do not click the back button**
10. Remember to **Print/View Receipt** and retain for your records



For questions, contact our Finance Division Revenue Unit

Phone number: (858) 505-6930

Email: DEHRevenue@sdcounty.ca.gov

