

NYS Department of Environmental Conservation
**Online Payment System for Non Major Oil Storage Facility (MOSF) Customers
User Guide**

Contents

Important Notes 2

Login Page..... 2

New User Registration 3

Online Payment Application 7

Pay Your Invoice 10

Print Your Invoice 16

Add Another Customer Account..... 19

Adding MOSF Customer Access to User Account..... 22

Password Reset 23

Links 26

DEC ONLINE PAYMENT SYSTEM

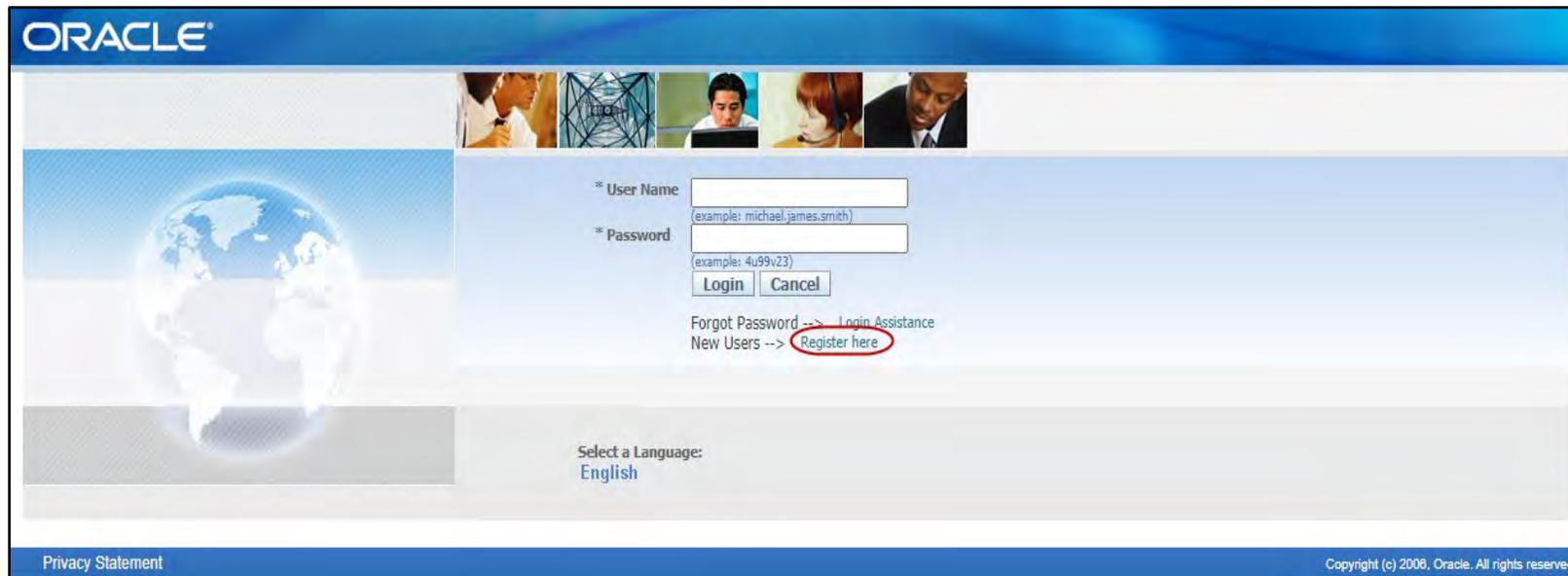
Important Notes

1. To create an account, a valid combination of an Account (Customer) Number and Invoice Number is necessary, and your invoice must have been issued within the last **two years**.
2. The invoice can be of any status (open, partially paid, fully paid).
3. You can submit payment for an amount equal to or less than the remaining invoice balance, only.
4. The “Add Customer Access” functionality will not allow the adding of MOSF customer accounts.
 - If MOSF customer accounts need to be added to an existing account, contact Revenue Accounting at revenue@dec.ny.gov.

Login Page

Note: Enter the URL <https://epayfmis.dec.ny.gov> in your browser to launch the application login page. If you already have your credentials and are ready to log in, please enter your user name and password and click the “Login” button. For further instructions, jump to the ‘[Online Payment Application](#)’ section.

If you are a new user, please click “Register here.”



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* User Name
(example: michael.james.smith)

* Password
(example: 4!99v23)

Login Cancel

Forgot Password --> Login Assistance
New Users --> Register here

Select a Language:
English

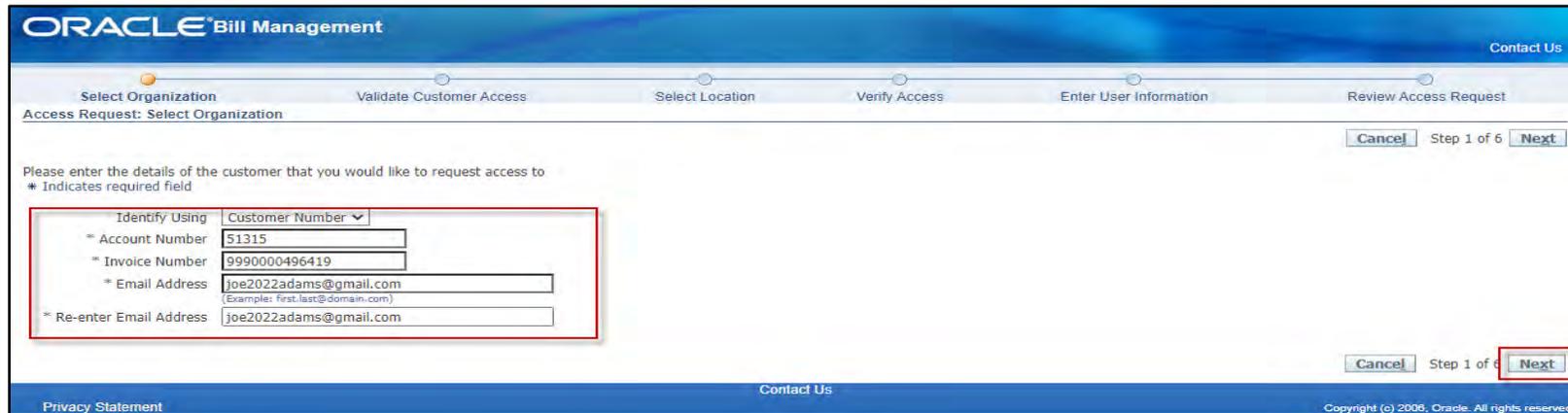
Privacy Statement

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DEC ONLINE PAYMENT SYSTEM

New User Registration

After clicking **“Register here,”** the registration form will be displayed. Enter the account (customer) and invoice number from your recent invoice (issued within the last two years). Enter and re-enter your email address.



ORACLE Bill Management Contact Us

Select Organization Validate Customer Access Select Location Verify Access Enter User Information Review Access Request

Access Request: Select Organization Cancel Step 1 of 6 Next

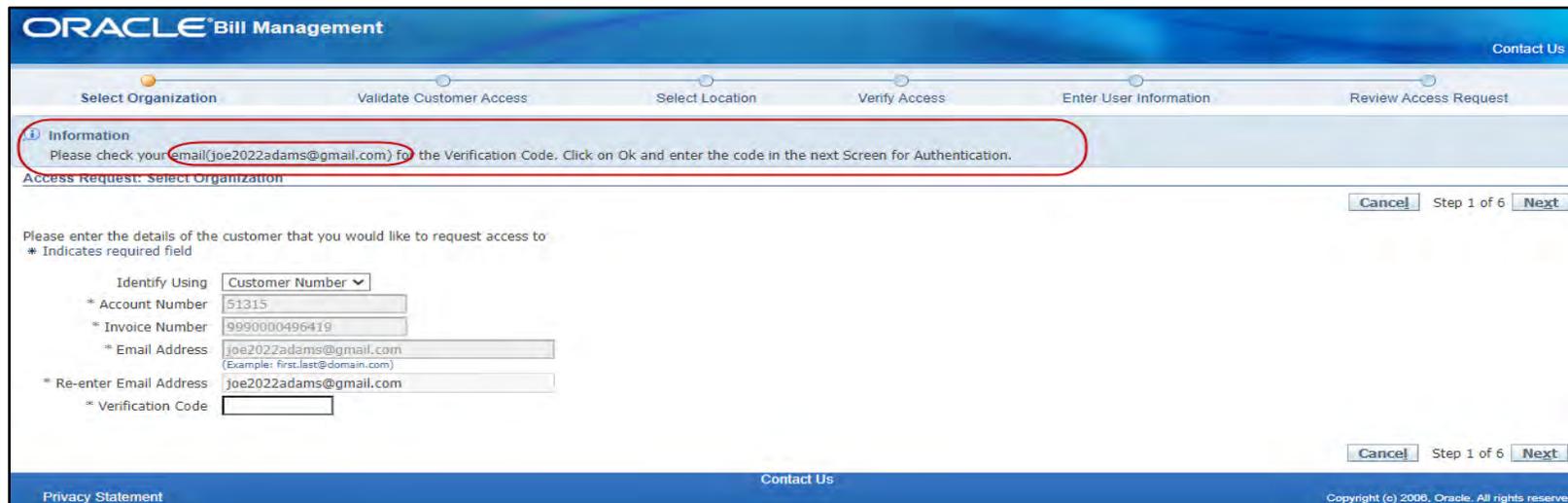
Please enter the details of the customer that you would like to request access to
* Indicates required field

Identify Using	Customer Number
* Account Number	51315
* Invoice Number	9990000496419
* Email Address	joe2022adams@gmail.com <small>(Example: first.last@domain.com)</small>
* Re-enter Email Address	joe2022adams@gmail.com

Cancel Step 1 of 6 **Next**

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Click **“Next.”** A Verification Code field and Information message will appear.



ORACLE Bill Management Contact Us

Select Organization Validate Customer Access Select Location Verify Access Enter User Information Review Access Request

i Information
Please check your email(joe2022adams@gmail.com) for the Verification Code. Click on Ok and enter the code in the next Screen for Authentication.

Access Request: Select Organization Cancel Step 1 of 6 Next

Please enter the details of the customer that you would like to request access to
* Indicates required field

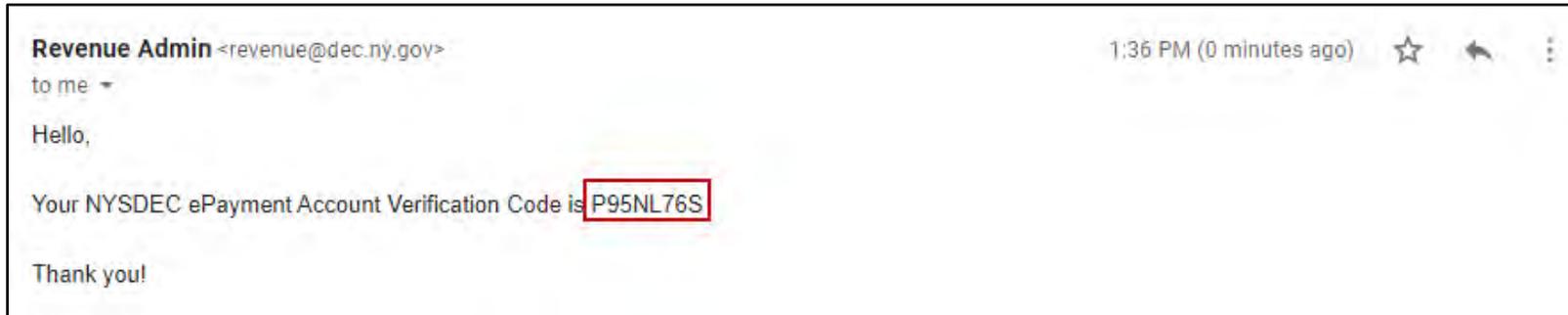
Identify Using	Customer Number
* Account Number	51315
* Invoice Number	9990000496419
* Email Address	joe2022adams@gmail.com <small>(Example: first.last@domain.com)</small>
* Re-enter Email Address	joe2022adams@gmail.com
* Verification Code	

Cancel Step 1 of 6 **Next**

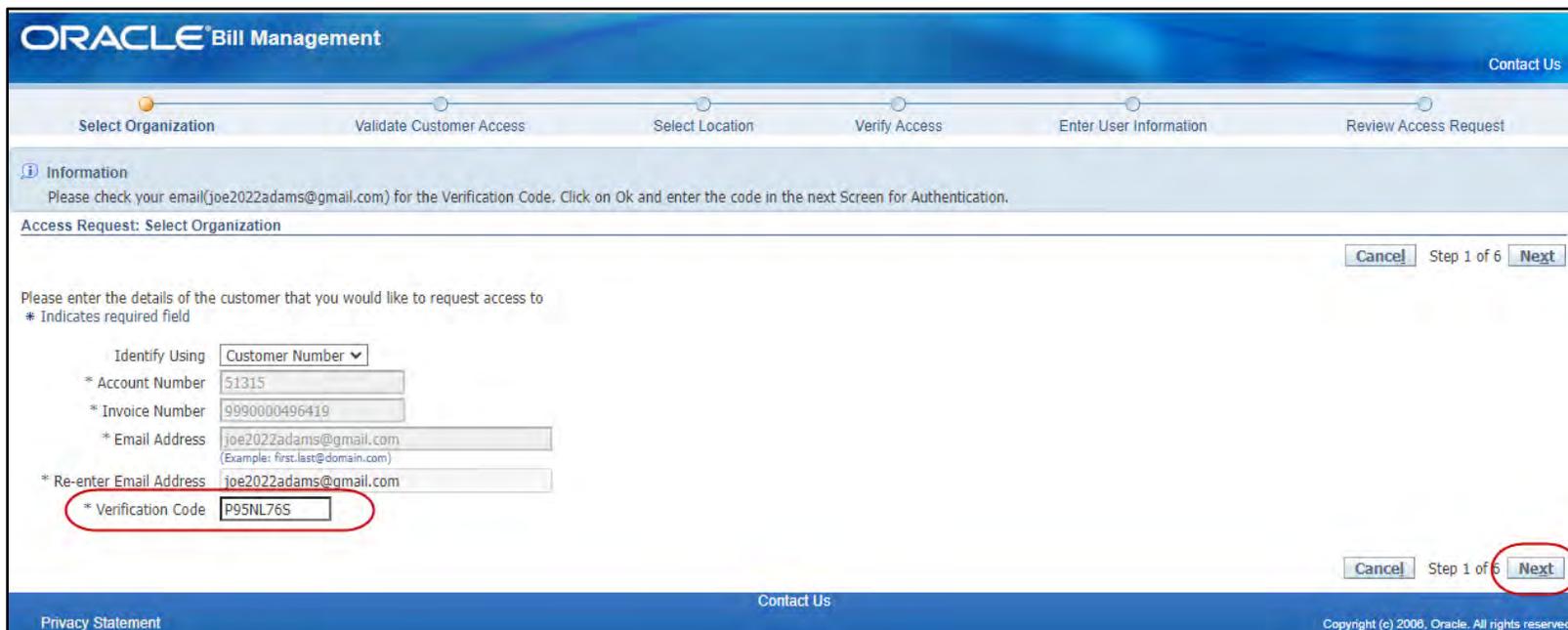
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DEC ONLINE PAYMENT SYSTEM

An email containing your Verification Code will be sent to the email address you previously provided. The email will be titled “NYSDEC ePayment Account Verification Code.” A sample email is shown below:

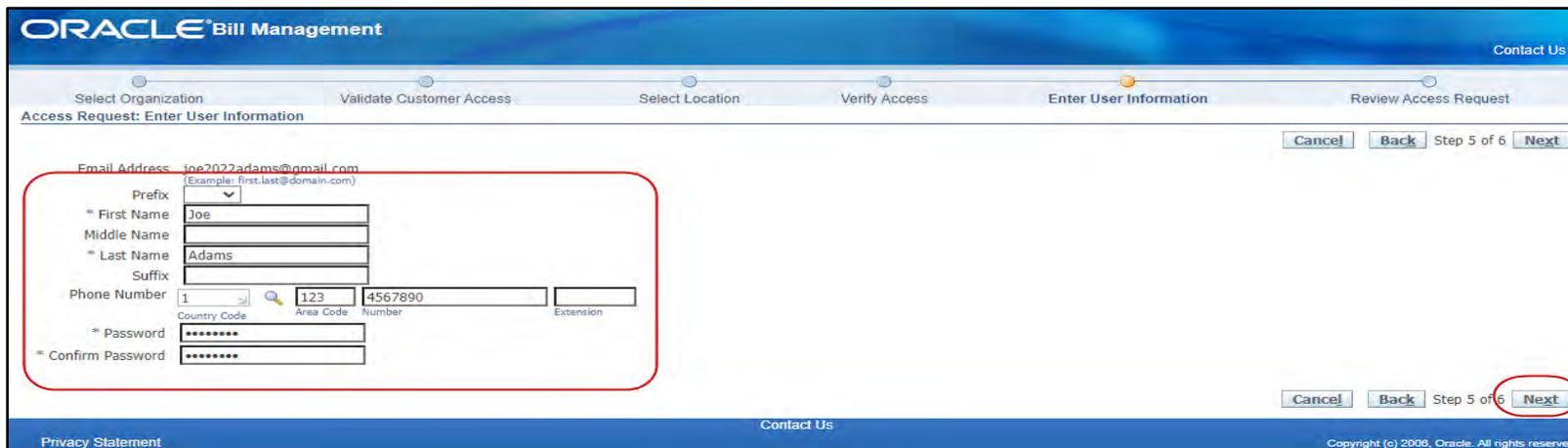


Please open the email, copy the verification code, and paste (or enter) it into the verification code field on the registration form. Click “Next.”



DEC ONLINE PAYMENT SYSTEM

Fill in the requested information. Click “Next.”



ORACLE Bill Management Contact Us

Select Organization Validate Customer Access Select Location Verify Access **Enter User Information** Review Access Request

Access Request: Enter User Information Cancel Back Step 5 of 6 Next

Email Address:
(Example: first.last@domain.com)

Prefix:

* First Name:
Middle Name:

* Last Name:
Suffix:

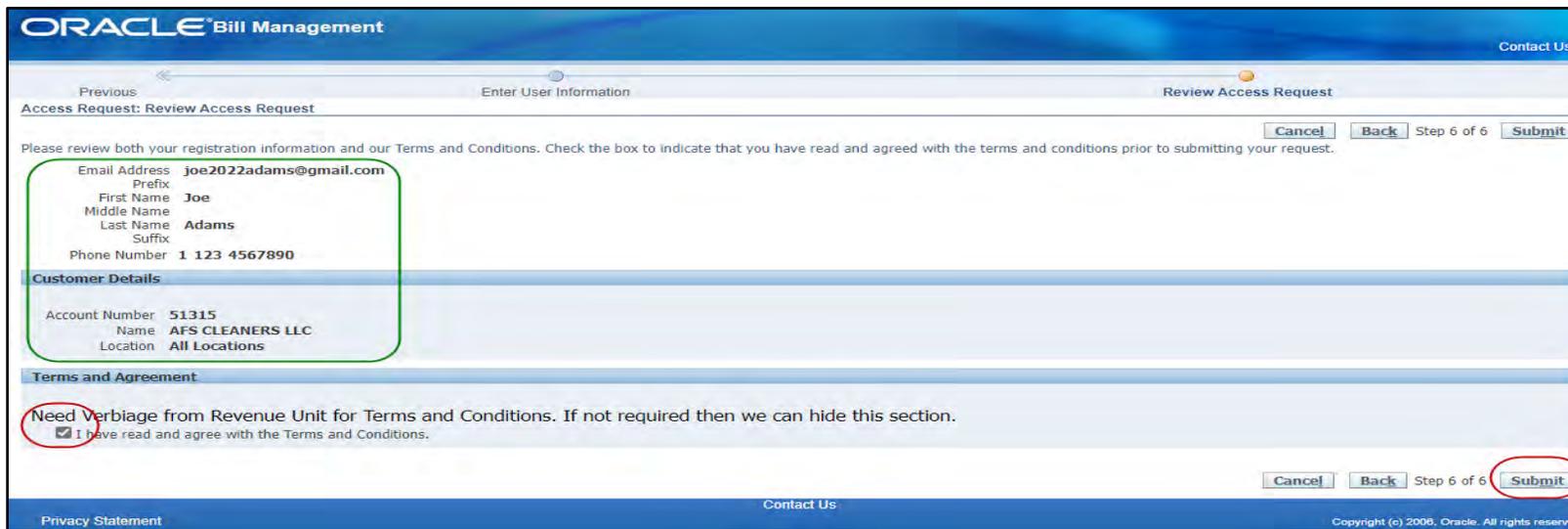
Phone Number:
Country Code Area Code Number Extension

* Password:
* Confirm Password:

Cancel Back Step 5 of 6 **Next**

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Your previously entered information will be displayed. If any changes need to be made, click “Back” (do not use your browser’s back button). If the information is correct, click “Submit” to continue.



ORACLE Bill Management Contact Us

Previous **Enter User Information** Review Access Request

Access Request: Review Access Request Cancel Back Step 6 of 6 Submit

Please review both your registration information and our Terms and Conditions. Check the box to indicate that you have read and agreed with the terms and conditions prior to submitting your request.

Email Address: **joe2022adams@gmail.com**
Prefix:
First Name: **Joe**
Middle Name:
Last Name: **Adams**
Suffix:
Phone Number: **1 123 4567890**

Customer Details

Account Number: **51315**
Name: **AFS CLEANERS LLC**
Location: **All Locations**

Terms and Agreement

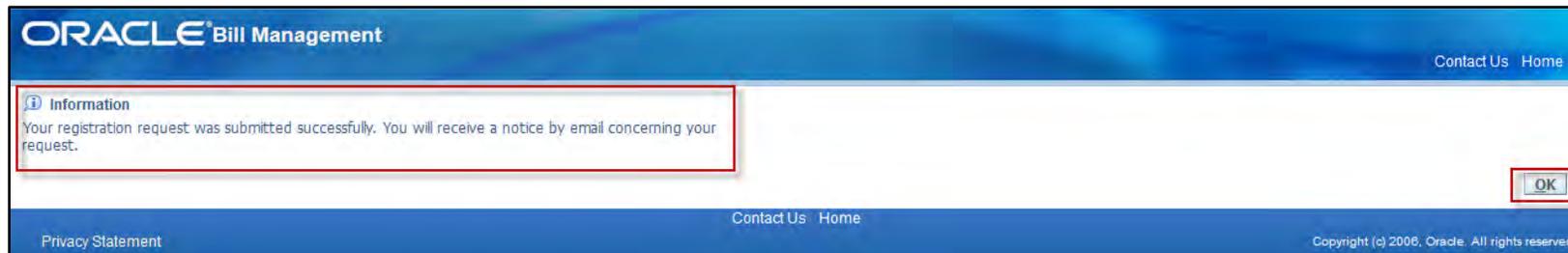
Need Verbiage from Revenue Unit for Terms and Conditions. If not required then we can hide this section.
 I have read and agree with the Terms and Conditions.

Cancel Back Step 6 of 6 **Submit**

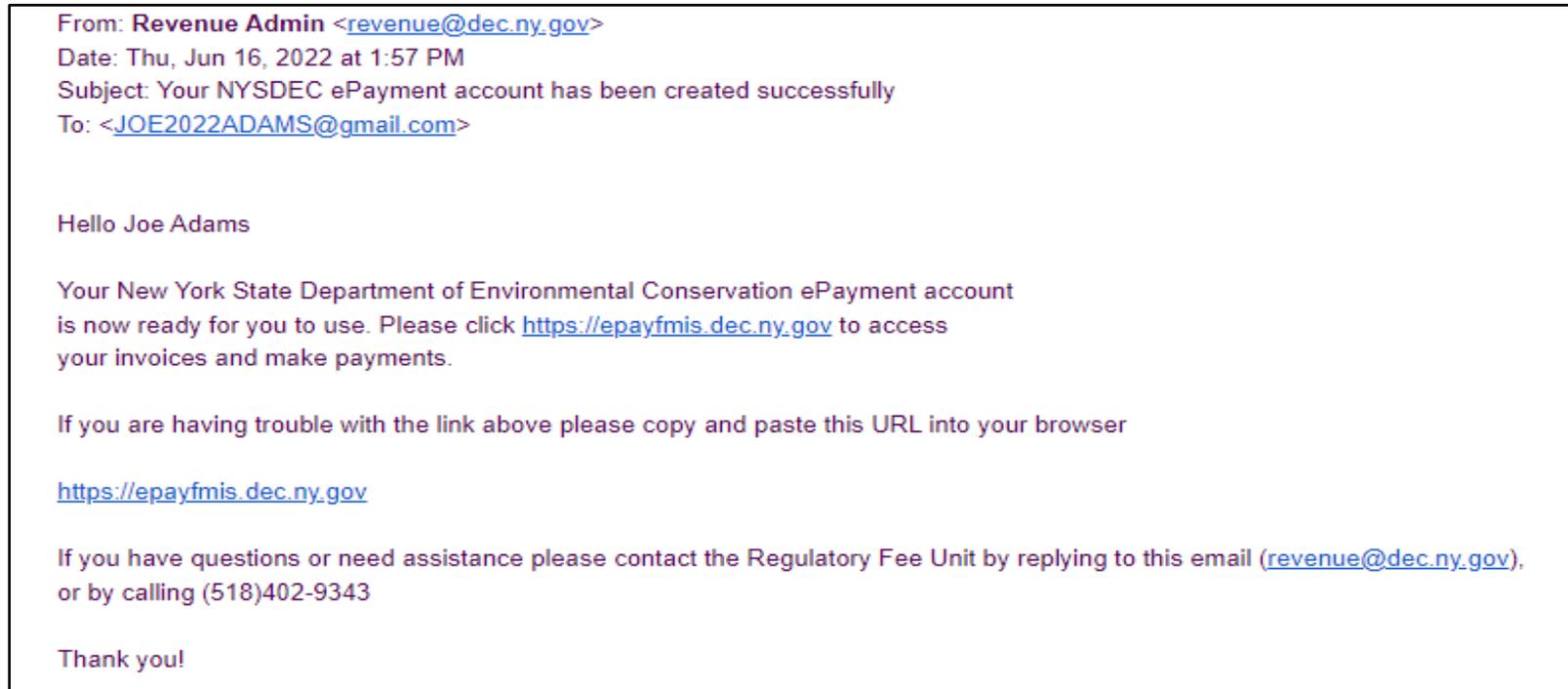
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DEC ONLINE PAYMENT SYSTEM

The user creation confirmation message will appear. Click “OK” to return the login page.



Close your browser to proceed. Please wait until you receive a confirmation email from Revenue Admin before accessing your account. A sample email is shown below:



DEC ONLINE PAYMENT SYSTEM

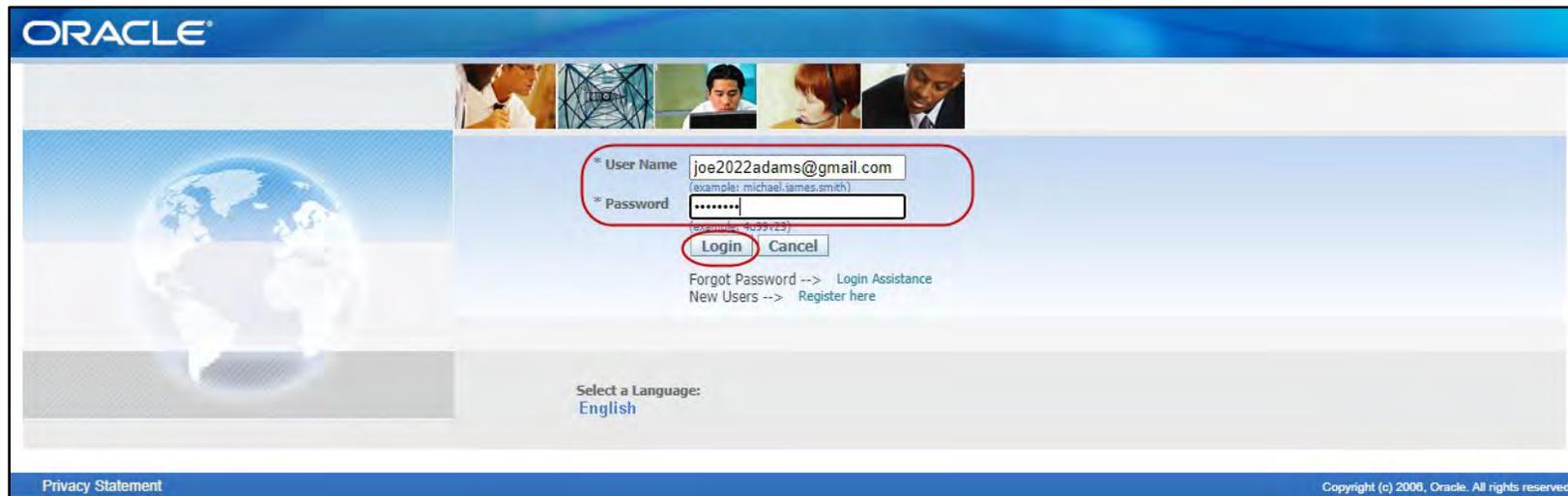
Online Payment Application

If you are an existing but first time user of the new payment system:

You should have received an email from DEC containing your User ID (email) and a temporary password. Enter these credentials and select “Login.”

If you are a newly registered user:

On the Login page, enter your recently created user name and password and select “Login.”



ORACLE

* User Name
Example: michael.james.smith

* Password
(8-30 characters, 4-99,123)

[Forgot Password --> Login Assistance](#)
[New Users --> Register here](#)

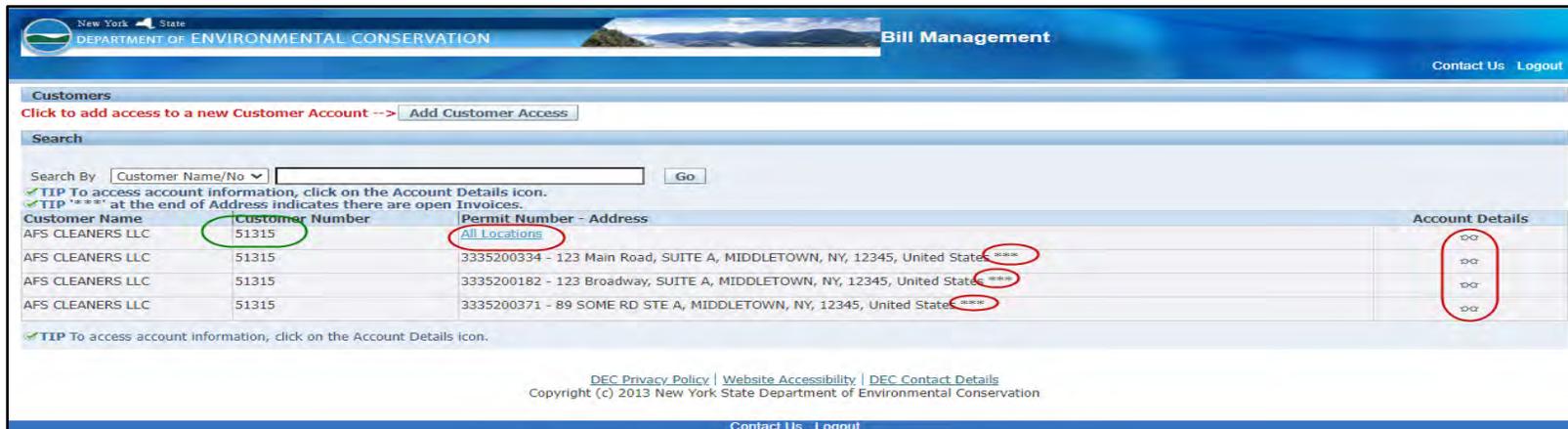
Select a Language:
English

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DEC ONLINE PAYMENT SYSTEM

The home page shows the account information for the customer number you entered when registering your account. You will also see the permit numbers and addresses for each of your permits (sites).

Note: Billing Addresses with the Asterisk symbol (***) means the billing site has an outstanding invoice(s).



Customers
Click to add access to a new Customer Account --> [Add Customer Access](#)

Search By:

Customer Name | **Customer Number** | **Permit Number - Address** | **Account Details**

AFS CLEANERS LLC	51315	All Locations	
AFS CLEANERS LLC	51315	3335200334 - 123 Main Road, SUITE A, MIDDLETOWN, NY, 12345, United States	***
AFS CLEANERS LLC	51315	3335200182 - 123 Broadway, SUITE A, MIDDLETOWN, NY, 12345, United States	***
AFS CLEANERS LLC	51315	3335200371 - 89 SOME RD STE A, MIDDLETOWN, NY, 12345, United States	***

TIP To access account information, click on the Account Details icon.

TIP "*" at the end of Address indicates there are open Invoices.

TIP To access account information, click on the Account Details icon.

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Use the eyeglass icon under the Account Details column to open the invoice(s) for a specific permit number (site).



Account Details
Overdue Invoices: **USD 407.36** | Total Outstanding Invoices: **USD 407.36**

Search: Status: | Currency: | Transaction Type:

Total Transactions: **1** | Total Original Amount: **320.00** | Total Remaining Amount: **407.36**

TIP Selecting Invoice will enable the 'Pay Amount' field for edit. Select Invoices you would like to pay, edit 'Pay Amount' if needed, and then click on 'Pay Selected Invoices' button.
TIP Payment Status may take up to 48 hours to reflect recent payment activity.

Pay Selected Invoices | [Export Results](#)

Select	Invoice	Status	Transaction Date	Due Date	Permit Number	Original Amount	Remaining Amount	Pay Amount	Payment Status
<input type="checkbox"/>	9990000496418	Overdue	17-May-2021	16-Jun-2021	3335200182	320.00	407.36		
							Total	0	

Instruction:
Selecting Invoice will enable the 'Pay Amount' field for edit. Select Invoices you would like to pay, edit 'Pay Amount' if needed, and then click on 'Pay Selected Invoices' button.

TIP Payment Status may take up to 48 hours to reflect recent payment activity.

DEC ONLINE PAYMENT SYSTEM

Clicking the eyeglass icon next to the “All Locations” link will display all open invoice(s) for all permits (sites).

New York State
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
Bill Management

NYS DEC
Contact Us Home Logout

Account Details

Overdue Invoices: **USD 4,582.82** Total Outstanding Invoices: **USD 4,582.82**

Search

Status: Currency:
 Transaction: Transaction Type:

[Show More Search Options](#)

Total Transactions: 3 Total Original Amount: 3,600.00 Total Remaining Amount: 4,582.82

✔ TIP Selecting Invoice will enable the 'Pay Amount' field for edit. Select Invoices you would like to pay, edit 'Pay Amount' if needed, and then click on 'Pay Selected Invoices' button.
 ✔ TIP Payment Status may take up to 48 hours to reflect recent payment activity.

Pay Selected Invoices

Select	Invoice	Status	Transaction Date	Due Date	Permit Number	Original Amount	Remaining Amount	Pay Amount	Payment Status
<input type="checkbox"/>	9990000496419	Overdue	17-May-2021	16-Jun-2021	3335200371	2,640.00	3,360.73	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	9990000496418	Overdue	17-May-2021	16-Jun-2021	3335200182	320.00	407.36	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	9990000496241	Overdue	17-May-2021	16-Jun-2021	3335200334	640.00	814.73	<input type="text"/>	<input type="text"/>
Total								0	

Instruction:
 Selecting Invoice will enable the 'Pay Amount' field for edit. Select Invoices you would like to pay, edit 'Pay Amount' if needed, and then click on 'Pay Selected Invoices' button.

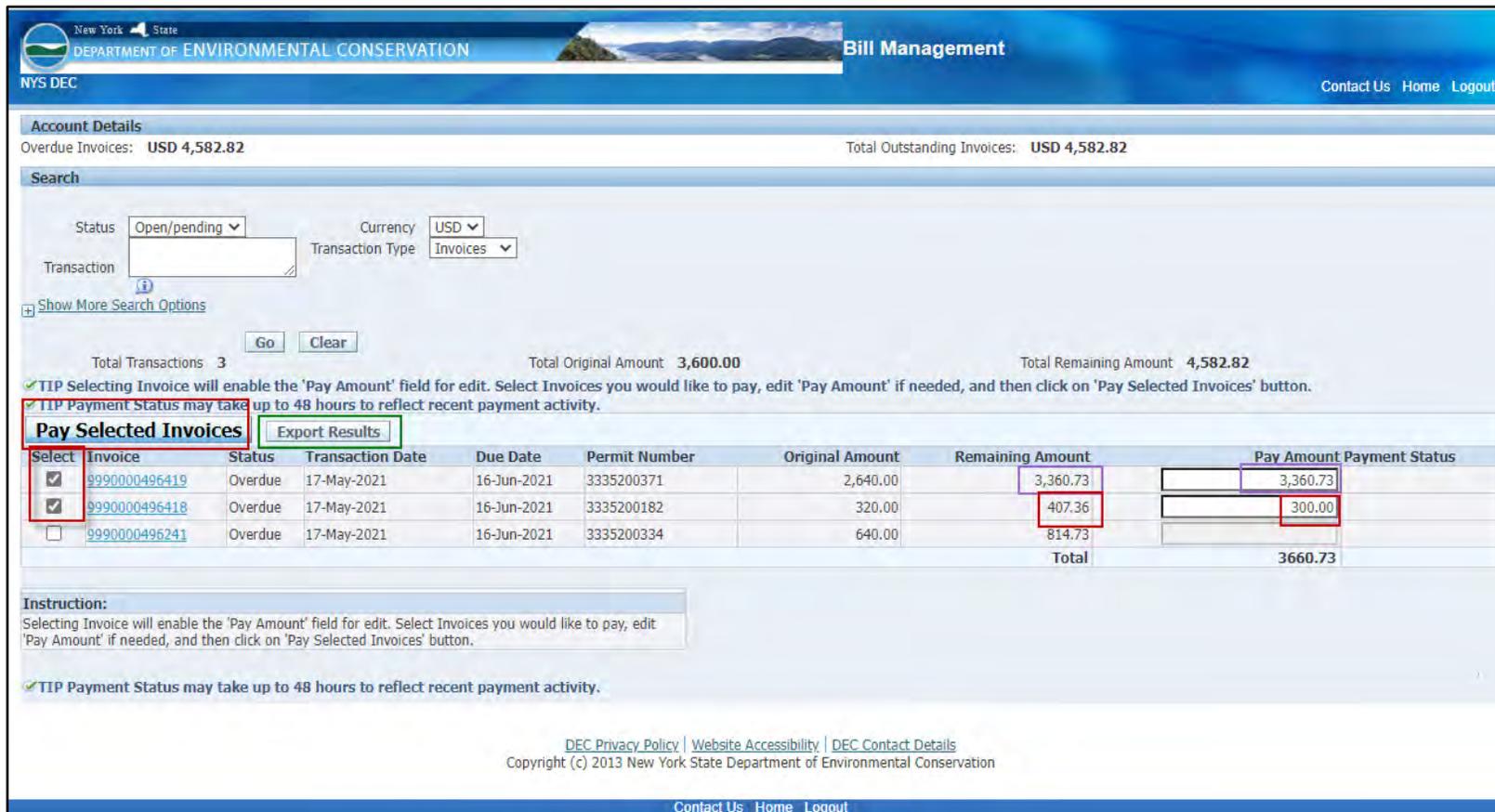
✔ TIP Payment Status may take up to 48 hours to reflect recent payment activity.

DEC ONLINE PAYMENT SYSTEM

Pay Your Invoice

On the Account Details search page, all unpaid invoices are displayed in a tabular form. You will see the invoice number, the original invoice amount, and the remaining amount. You can export the results into Excel by clicking the “**Export Results**” button. To pay the invoice(s) follow the steps below:

1. Select an invoice to pay by clicking the check box next to the invoice number. The Pay Amount column for the invoice is auto populated with the invoice’s remaining balance.
2. You can change the amount if needed, but it must be equal to or less than the remaining amount.
3. The Total in the far right column of the table is automatically updated.



Account Details
Overdue Invoices: USD 4,582.82 Total Outstanding Invoices: USD 4,582.82

Search
Status: Open/pending Currency: USD
Transaction: Transaction Type: Invoices

Total Transactions: 3 Total Original Amount: 3,600.00 Total Remaining Amount: 4,582.82

Pay Selected Invoices [Export Results](#)

Select	Invoice	Status	Transaction Date	Due Date	Permit Number	Original Amount	Remaining Amount	Pay Amount	Payment Status
<input checked="" type="checkbox"/>	9990000496419	Overdue	17-May-2021	16-Jun-2021	3335200371	2,640.00	3,360.73	3,360.73	
<input checked="" type="checkbox"/>	9990000496418	Overdue	17-May-2021	16-Jun-2021	3335200182	320.00	407.36	300.00	
<input type="checkbox"/>	9990000496241	Overdue	17-May-2021	16-Jun-2021	3335200334	640.00	814.73		
							Total	3660.73	

Instruction:
Selecting Invoice will enable the 'Pay Amount' field for edit. Select Invoices you would like to pay, edit 'Pay Amount' if needed, and then click on 'Pay Selected Invoices' button.

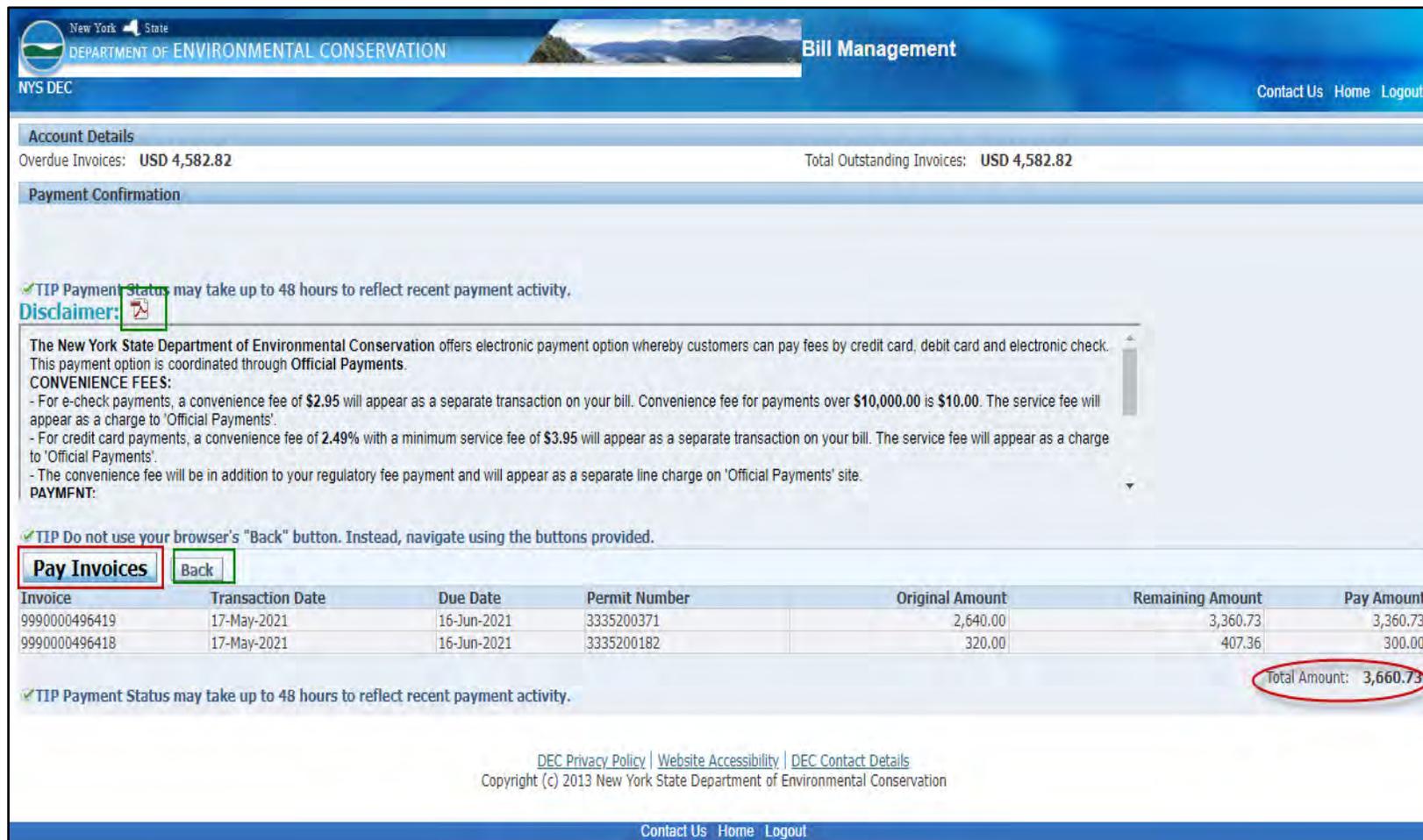
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DEC ONLINE PAYMENT SYSTEM

Click the **“Pay Selected Invoices”** button. The Account Details payment confirmation page displays the selected invoice(s) with their payment amount(s), as well as a disclaimer from the third-party payment processor (*you can download the disclaimer by clicking the Adobe logo*).

Read the disclaimer and verify the invoice information. If any changes are needed, click the **“Back”** button to return to the previous page (*do not use your browser’s back button*). Note the total amount at the bottom right corner of the page.

Verify the information is correct, then click the **“Pay Invoices”** button.



The screenshot shows the 'Bill Management' page for the New York State Department of Environmental Conservation (NYS DEC). The page header includes the NYS DEC logo and navigation links for 'Contact Us', 'Home', and 'Logout'. The main content area is titled 'Account Details' and shows 'Overdue Invoices: USD 4,582.82' and 'Total Outstanding Invoices: USD 4,582.82'. Below this is a 'Payment Confirmation' section with a disclaimer and a table of invoices. The 'Pay Invoices' button is highlighted with a red box, and the 'Back' button is also highlighted. The 'Total Amount: 3,660.73' is circled in red at the bottom right of the table.

Account Details
 Overdue Invoices: USD 4,582.82 Total Outstanding Invoices: USD 4,582.82

Payment Confirmation

✔ TIP Payment Status may take up to 48 hours to reflect recent payment activity.

Disclaimer: 

The New York State Department of Environmental Conservation offers electronic payment option whereby customers can pay fees by credit card, debit card and electronic check. This payment option is coordinated through Official Payments.

CONVENIENCE FEES:

- For e-check payments, a convenience fee of \$2.95 will appear as a separate transaction on your bill. Convenience fee for payments over \$10,000.00 is \$10.00. The service fee will appear as a charge to 'Official Payments'.
- For credit card payments, a convenience fee of 2.49% with a minimum service fee of \$3.95 will appear as a separate transaction on your bill. The service fee will appear as a charge to 'Official Payments'.
- The convenience fee will be in addition to your regulatory fee payment and will appear as a separate line charge on 'Official Payments' site.

PAYMENT:

✔ TIP Do not use your browser's "Back" button. Instead, navigate using the buttons provided.

Pay Invoices **Back**

Invoice	Transaction Date	Due Date	Permit Number	Original Amount	Remaining Amount	Pay Amount
9990000496419	17-May-2021	16-Jun-2021	3335200371	2,640.00	3,360.73	3,360.73
9990000496418	17-May-2021	16-Jun-2021	3335200182	320.00	407.36	300.00
Total Amount: 3,660.73						

✔ TIP Payment Status may take up to 48 hours to reflect recent payment activity.

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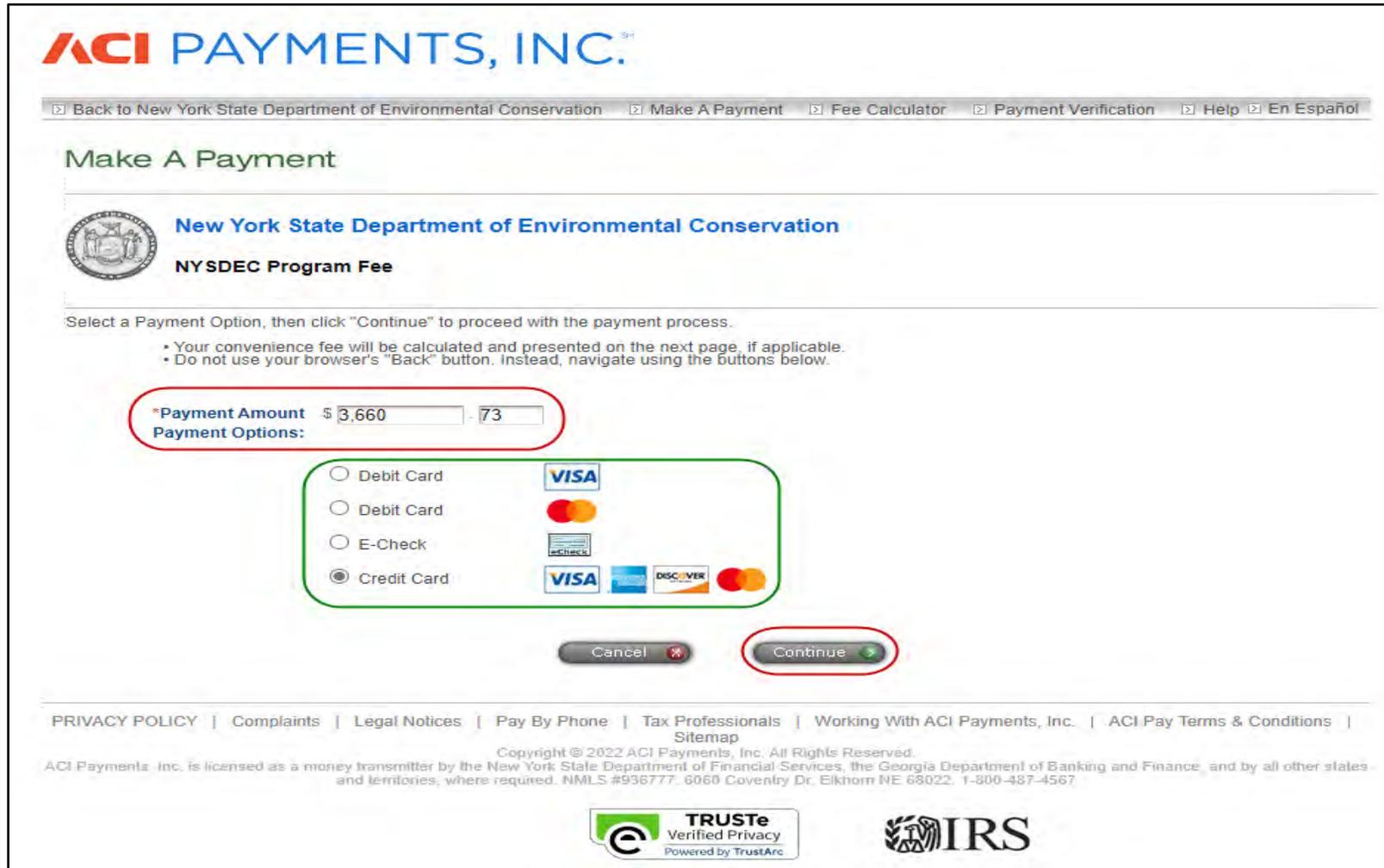
Contact Us Home Logout

DEC ONLINE PAYMENT SYSTEM

You will be redirected to the third-party payment processor's website.

First, verify the Total Amount from the previous page is displayed as the Payment Amount on this page. Then, select your Payment Option: Visa Debit Card, Master Card Debit Card, E-Check, and Credit Card (Visa, American Express, Discover, and Master Card).

Click "Continue."



ACI PAYMENTS, INC.

[Back to New York State Department of Environmental Conservation](#) | [Make A Payment](#) | [Fee Calculator](#) | [Payment Verification](#) | [Help](#) | [En Español](#)

Make A Payment

 **New York State Department of Environmental Conservation**
NYSDEC Program Fee

Select a Payment Option, then click "Continue" to proceed with the payment process.

- Your convenience fee will be calculated and presented on the next page, if applicable.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

*Payment Amount \$ 3,660 - 73
Payment Options:

Debit Card 

Debit Card 

E-Check 

Credit Card    

[Cancel](#) [Continue](#)

[PRIVACY POLICY](#) | [Complaints](#) | [Legal Notices](#) | [Pay By Phone](#) | [Tax Professionals](#) | [Working With ACI Payments, Inc.](#) | [ACI Pay Terms & Conditions](#) | [Sitemap](#)

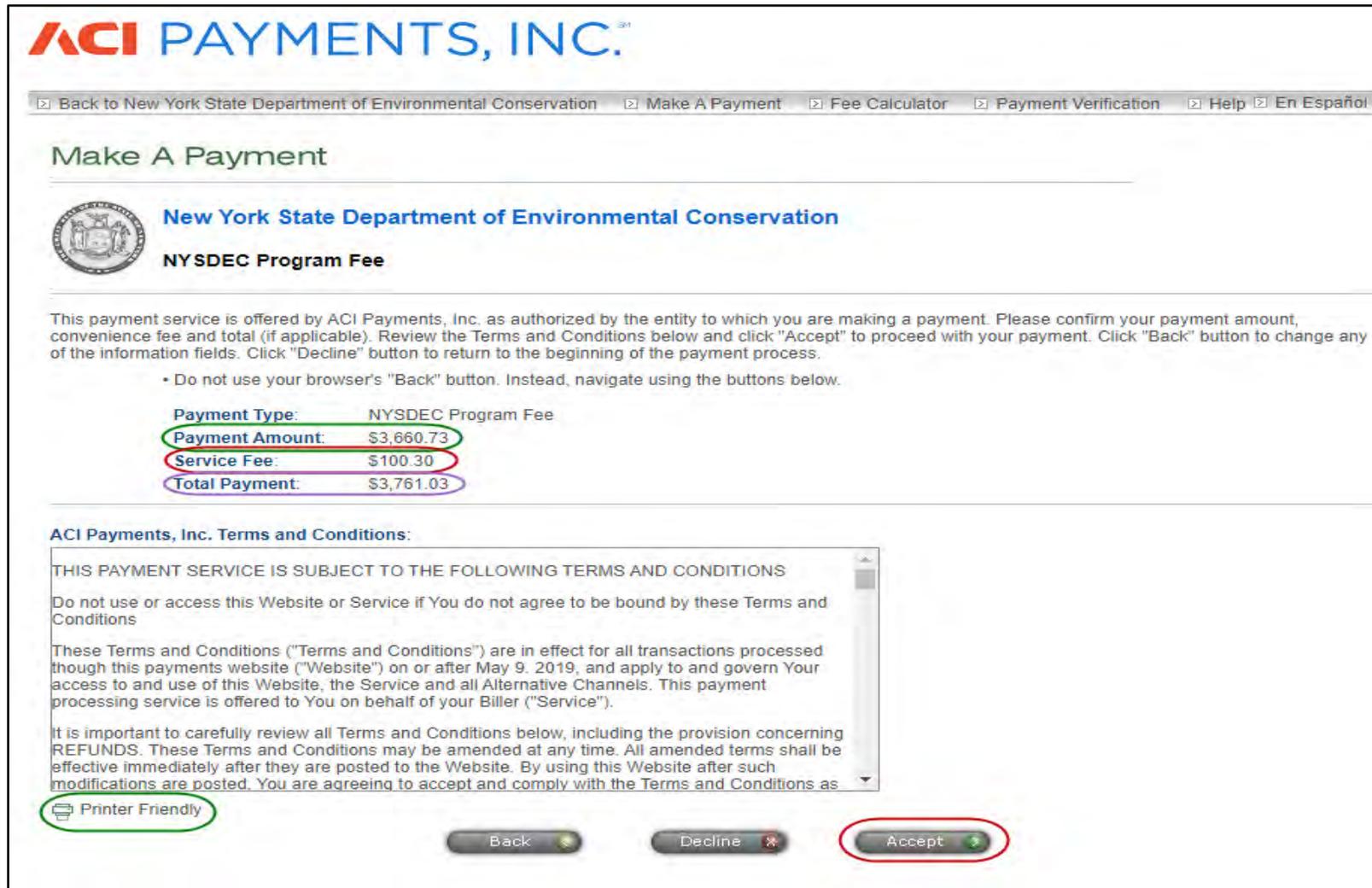
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DEC ONLINE PAYMENT SYSTEM

You will see your Payment Amount, Service Fee (based on the selected payment option), and Total Payment. You will also see ACI Payments' Terms and Conditions, which can be printed using the "Printer Friendly" button at the bottom left corner.

Use the "Back" button to return to the previous page and "Decline" to decline the transaction. Click "Accept" to proceed to the next page.



ACI PAYMENTS, INC.

Back to New York State Department of Environmental Conservation | Make A Payment | Fee Calculator | Payment Verification | Help | En Español

Make A Payment

 **New York State Department of Environmental Conservation**
NYSDEC Program Fee

This payment service is offered by ACI Payments, Inc. as authorized by the entity to which you are making a payment. Please confirm your payment amount, convenience fee and total (if applicable). Review the Terms and Conditions below and click "Accept" to proceed with your payment. Click "Back" button to change any of the information fields. Click "Decline" button to return to the beginning of the payment process.

- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payment Type:	NYSDEC Program Fee
Payment Amount:	\$3,660.73
Service Fee:	\$100.30
Total Payment:	\$3,761.03

ACI Payments, Inc. Terms and Conditions:

THIS PAYMENT SERVICE IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS

Do not use or access this Website or Service if You do not agree to be bound by these Terms and Conditions

These Terms and Conditions ("Terms and Conditions") are in effect for all transactions processed through this payments website ("Website") on or after May 9, 2019, and apply to and govern Your access to and use of this Website, the Service and all Alternative Channels. This payment processing service is offered to You on behalf of your Biller ("Service").

It is important to carefully review all Terms and Conditions below, including the provision concerning REFUNDS. These Terms and Conditions may be amended at any time. All amended terms shall be effective immediately after they are posted to the Website. By using this Website after such modifications are posted, You are agreeing to accept and comply with the Terms and Conditions as

 Printer Friendly

Back | Decline | Accept

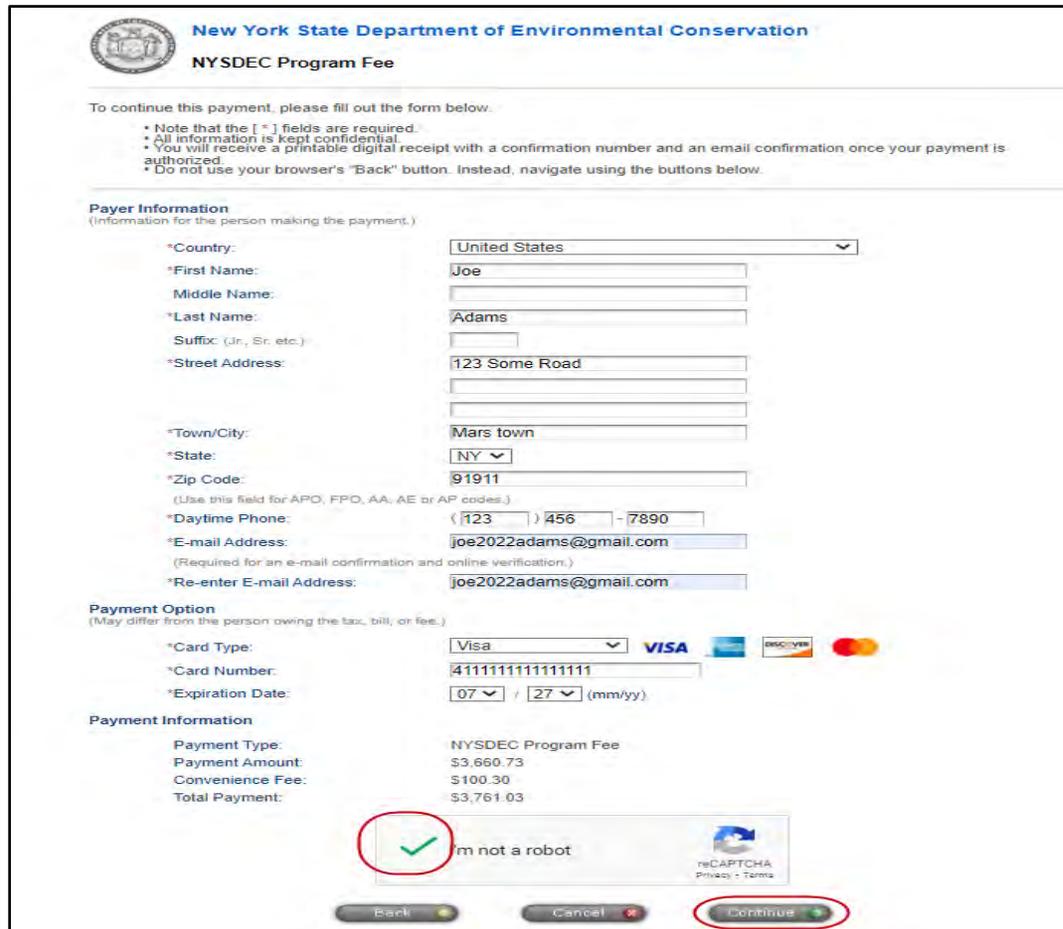
DEC ONLINE PAYMENT SYSTEM

When the next page appears, fill in the requested information.

Under “Payer Information,” Country (defaulted to USA), First Name, Last Name, Street Address, Town/City, State, Zip Code, Daytime Phone, and E-mail Address are mandatory fields.

Under “Payment Option,” Card Type, Card Number, and Expiration Date are mandatory fields.

Check the **“I am not a robot”** validation check box. Click **“Continue”** to proceed.



New York State Department of Environmental Conservation
NYSDEC Program Fee

To continue this payment, please fill out the form below.

- Note that the [*] fields are required.
- All information is kept confidential.
- You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payer Information
(Information for the person making the payment.)

*Country: United States
*First Name: Joe
Middle Name:
*Last Name: Adams
Suffix (Jr., Sr. etc.):
*Street Address: 123 Some Road
Town/City: Mars town
*State: NY
*Zip Code: 91911
(Use this field for APO, FPO, AA, AE or AP codes.)
*Daytime Phone: (123) 456 - 7890
*E-mail Address: joe2022adams@gmail.com
(Required for an e-mail confirmation and online verification.)
*Re-enter E-mail Address: joe2022adams@gmail.com

Payment Option
(May differ from the person owing the tax, bill, or fee.)

*Card Type: Visa
*Card Number: 4111111111111111
*Expiration Date: 07 / 27 (mm/yy)

Payment Information

Payment Type:	NYSDEC Program Fee
Payment Amount:	\$3,660.73
Convenience Fee:	\$100.30
Total Payment:	\$3,761.03

I am not a robot

reCAPTCHA
Privacy - Terms

Back Cancel Continue

DEC ONLINE PAYMENT SYSTEM

The next page displays the previously entered information. Please verify the information is correct. If any changes need to be made, click the "Edit" button to return to the previous page. Otherwise, click "Submit" to complete the payment process.



[Back to New York State Department of Environmental Conservation](#) [Make A Payment](#) [Fee Calculator](#) [Payment Verification](#) [Help](#) [En Español](#)

Make A Payment



New York State Department of Environmental Conservation
NYSDEC Program Fee

Please carefully check the information you have provided below and click "Submit" to authorize payment of the "Total Payment" amount displayed.

- * Click the "Edit" button to correct any of the information displayed.
- * To preserve confidentiality, only partial credit card information is displayed.
- * You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- * Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payer Information

First Name:	Joe
Middle Name:	
Last Name:	Adams
Suffix:	
Street Address:	123 Some Road
Town/City:	Mars town
State:	NY
Zip Code:	91911
Country:	United States
Daytime Phone Number:	(123) 456 - 7890
E-mail Address:	joe2022adams@gmail.com

Payment Option

Card Type:	Visa
Card Number:	*****1111
Expiration Date:	07/2027

Payment Information

Payment Type:	NYSDEC Program Fee
Payment Amount:	\$3,660.73
Convenience Fee:	\$100.30
Total Payment:	\$3,761.03

It is only necessary to click the "Submit" button once. Clicking the "Submit" button multiple times may result in the processing of multiple payments.

DEC ONLINE PAYMENT SYSTEM

Print Your Invoice

Go to the Account Details search page. Click on the invoice number link of the invoice you wish to view and print.


New York State
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
Bill Management

[Contact Us](#) [Home](#) [Logout](#)

Account Details

Overdue Invoices: **USD 4,582.82** Total Outstanding Invoices: **USD 4,582.82**

Search

Status: Currency:
 Transaction: Transaction Type:

[Show More Search Options](#)

Total Transactions: 3 Total Original Amount: 3,600.00 Total Remaining Amount: 4,582.82

✔ TIP Selecting Invoice will enable the 'Pay Amount' field for edit. Select Invoices you would like to pay, edit 'Pay Amount' if needed, and then click on 'Pay Selected Invoices' button.
 ✔ TIP Payment Status may take up to 48 hours to reflect recent payment activity.

Pay Selected Invoices

Select	Invoice	Status	Transaction Date	Due Date	Permit Number	Original Amount	Remaining Amount	Pay Amount	Payment Status
<input type="checkbox"/>	9990000496419	Overdue	17-May-2021	16-Jun-2021	3335200371	2,640.00	3,360.73		
<input type="checkbox"/>	9990000496418	Overdue	17-May-2021	16-Jun-2021	3335200182	320.00	407.36		
<input type="checkbox"/>	9990000496241	Overdue	17-May-2021	16-Jun-2021	3335200334	640.00	814.73		
							Total	0	

Instruction:
 Selecting Invoice will enable the 'Pay Amount' field for edit. Select Invoices you would like to pay, edit 'Pay Amount' if needed, and then click on 'Pay Selected Invoices' button.

✔ TIP Payment Status may take up to 48 hours to reflect recent payment activity.

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DEC ONLINE PAYMENT SYSTEM



The invoice details will be displayed. Select **“Print Preview”** in the top right corner to view and print your invoice.

To return to the Account Details search page, select **“Return to Account Details”** in the bottom left corner.

New York State
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
 NYS DEC-APS CLEANERS LLC-51315

Bill Management

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Printable Page
Print Preview

Department of Environmental Conservation

Environmental Conservation Law (ECL) Article 72 and 6NYCRR Part 481 of this Department provide that all persons who require a permit, certificate, or approval pursuant to a State environmental regulatory program, or who are subject to regulation under a State environmental regulatory program, are required to submit an annual fee to this Department.
 Remittance must be received by the payment due date shown on the invoice to avoid interest and penalty charges. Interest rates are set by the Commissioner of Taxation and Finance, and assessed pursuant to Article 72 of the Environmental Conservation Law. Penalties are assessed based on the amount of the payment deficiency at a rate of five percent of that deficiency per month, not to exceed twenty-five percent. NOTE: The penalty rate for the Operating Permit Program may differ and is shown on your invoice, if applicable.
 DISPUTES: Please take notice that pursuant to 6 NYCRR 481.9(c) challenges to a Regulatory Program Fee may be rejected under the following circumstances: (1) failure to make a request for a recalculation of the fee within 30 business days of the date of the Department's original invoice; or (2) failure to make payment in full of the undisputed amount of the annual program fee; or (3) failure to give a specific reason for challenging the fee. A new fee recalculation request must be submitted for each year's assessment, regardless of the status of the previous years recalculation request.
IF A DETERMINATION IS MADE IN FAVOR OF THE DEPARTMENT, DISPUTED AMOUNTS NOT PREPAID AT THE TIME OF DISPUTE ARE SUBJECT TO INTEREST AND PENALTY CHARGES, RETROACTIVE FROM THE DUE DATE.

Customer Number: 51315
 Invoice: 9990000496418

If you have any questions regarding this bill, you may call the Regulatory Fee Determination Unit's INFORMATION LINE (518) 402-9343 between 9:00am and 4:00pm Monday through Friday.
 Dispute Forms, Change of Address Forms and Permit Transfer Forms can all be requested at any Regional DEC Office or you may download them directly at <https://www.dec.ny.gov/about/45325.html>

Checks should be made payable to:
NYS Department of Environmental Conservation

Sub Total(\$)	320.00
Interest(\$)	7.36
Penalties(\$)	80.00
Payments(\$)	0.00
Credits(\$)	0.00
Outstanding balance as of 21-Jun-2022 @ USD	-407.36

PLEASE TEAR THE BOTTOM PORTION AND INCLUDE IT ALONG WITH YOUR PAYMENT:
 =====TEAR HERE=====

Permit Number	3335200182	Amount Enclosed: _____
Customer Number	51315	Check Number: _____
Transaction Number	9990000496418	
Invoice Date	17-May-2021	

Bill To:
 JOE SMITH
 123 Broadway
 SUITE A
 MIDDLETOWN, NY 12345

Mail To:
 JOE SMITH
 123 Broadway
 SUITE A
 MIDDLETOWN, NY 12345

Remit To:
 NYS DEPARTMENT OF ENVIRONMENTAL CONSERVATION
 PO BOX 784971
 PHILADELPHIA, PA 19178-4971

Remit To:
 NYS DEPARTMENT OF ENVIRONMENTAL CONSERVATION
 PO BOX 784971
 PHILADELPHIA, PA 19178-4971

Legally Responsible Party(LRP):
 APS CLEANERS LLC
 123 TURNAROUND RD STE A
 MIDDLETOWN, NY 12345

Transaction: 9990000496418
 Billing Date: 17-May-2021

Terms	Due Date	Salesperson	Mail To Contact	Contact Phone	Contact Fax
30 NET	16-Jun-2021	Air Facility	JOE SMITH		

AIR ID	Facility Name and Address	Item Num	Billing Year	Emission Point Id	Description	Qty	Unit Price	Fees
3335200182	AIR ADVANCED COATING INC,101 TOWER BLVD,WALLKILL, NY 11223							
		1	2021	UB0001	PROC < 25 TPY	1.00	160.00	160.00
		2	2021	UB0002	PROC < 25 TPY	1.00	160.00	160.00

Special Instructions
 Please include the first page of this invoice with all payments.
 All payments must be in U.S. dollars only.

Sub Total(\$)	320.00
Interest(\$)	7.36
Penalties(\$)	80.00
Payments(\$)	0.00
Credits(\$)	0.00
Outstanding balance as of 21-Jun-2022 @ USD	-407.36

^TIP Online payments made will take some time to reflect in this screen.

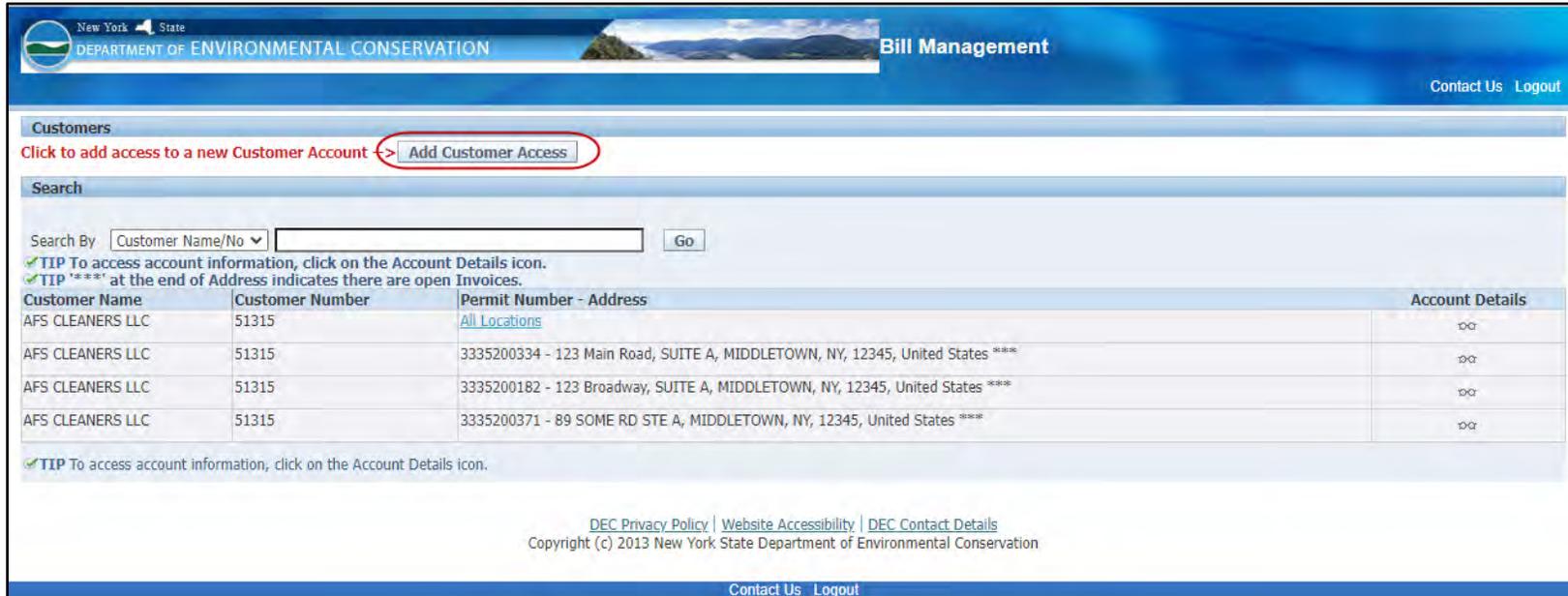
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Return to Account Details
Printable Page
Print Preview

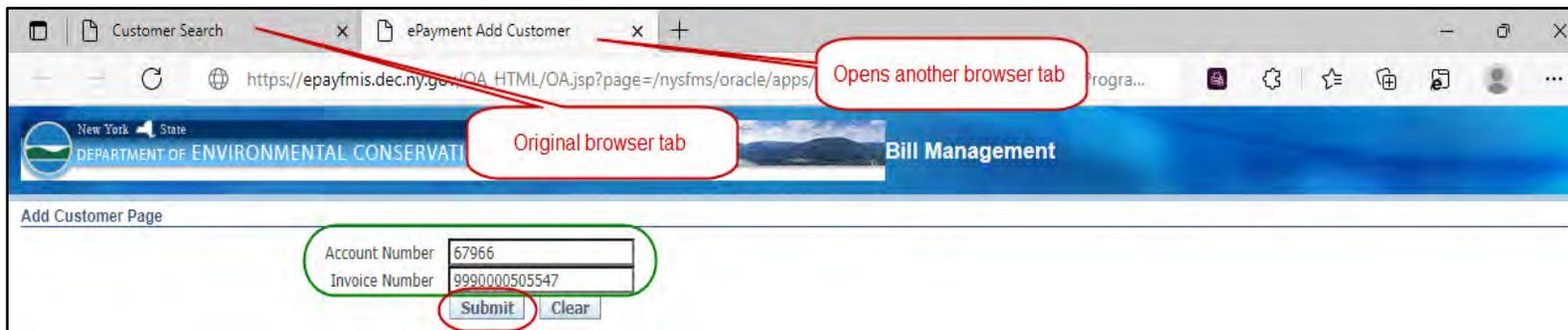
DEC ONLINE PAYMENT SYSTEM

Add Another Customer Account

You can add access to another customer account from the home page by clicking “Add Customer Access.”



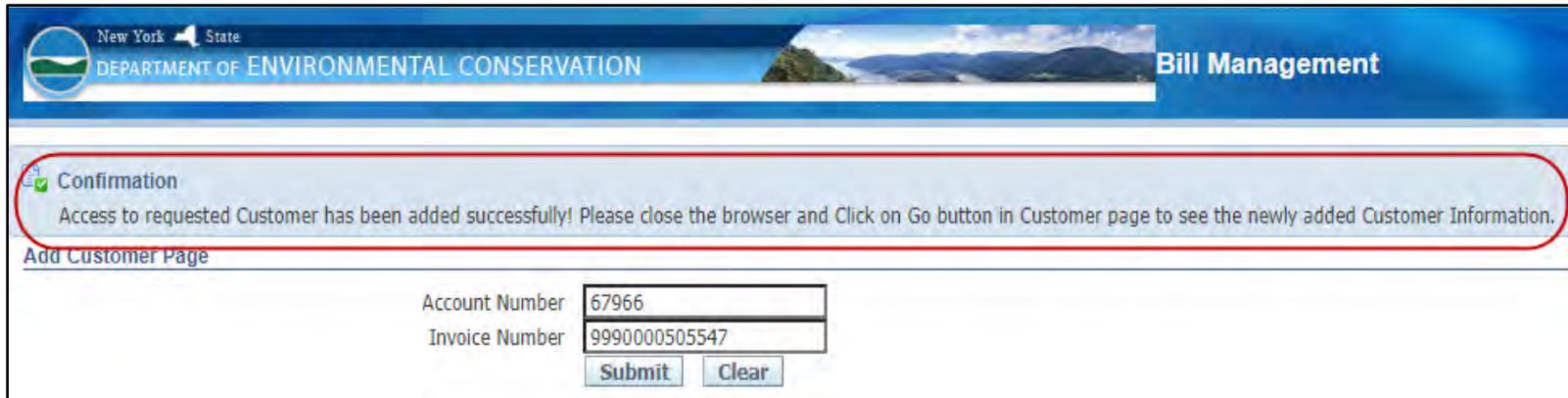
A new browser tab will open. Enter the account (customer) number and invoice number from a recent invoice (issued within the last two years).



Click “Submit.”

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If the account information is accurate, a confirmation message will appear. As the message indicates, please close the tab to proceed.



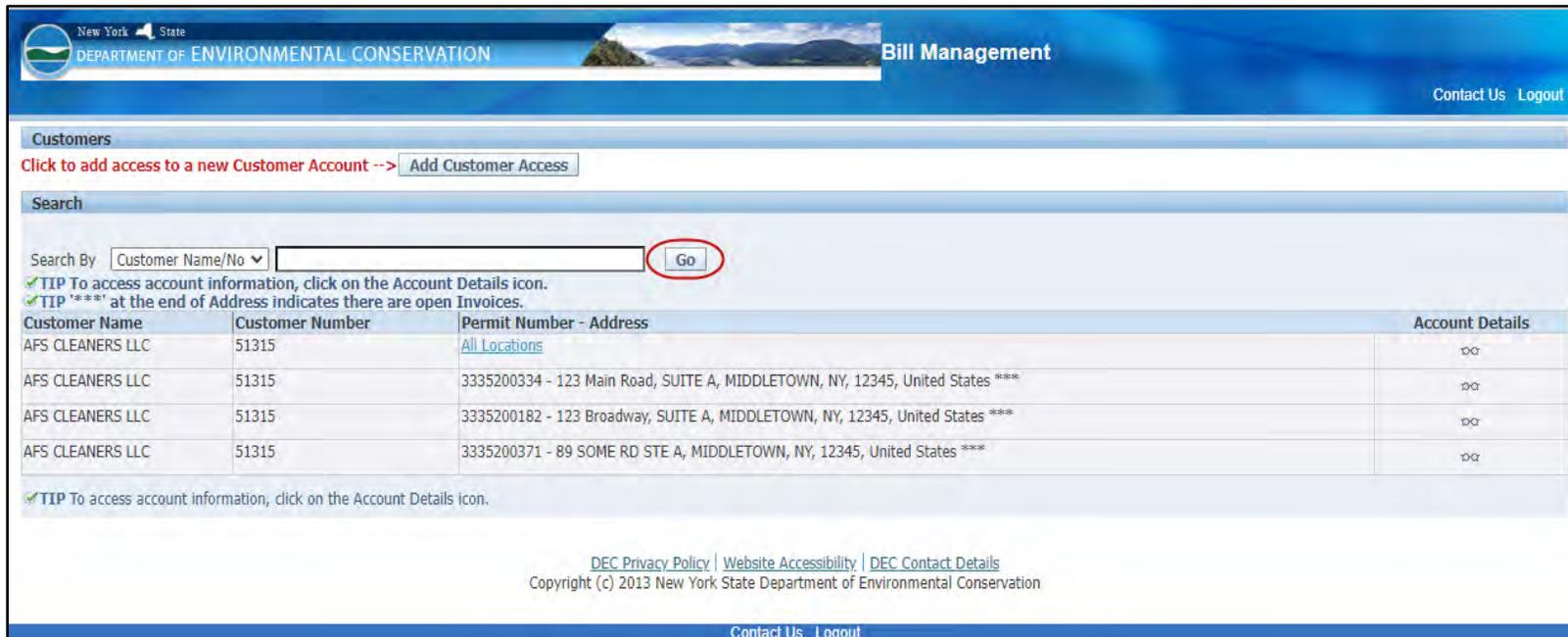
New York State DEPARTMENT OF ENVIRONMENTAL CONSERVATION Bill Management

Confirmation
Access to requested Customer has been added successfully! Please close the browser and Click on Go button in Customer page to see the newly added Customer Information.

Add Customer Page

Account Number: 67966
Invoice Number: 9990000505547
Submit Clear

Once you return to the home page, click the “Go” button. The page will refresh and display each customer record, including the newly added customer. **Note:** You will need to select “Go” each time you log in to view multiple customer records.



New York State DEPARTMENT OF ENVIRONMENTAL CONSERVATION Bill Management Contact Us Logout

Customers
Click to add access to a new Customer Account --> Add Customer Access

Search
Search By: Customer Name/No [] Go

TIP To access account information, click on the Account Details icon.
TIP '***' at the end of Address indicates there are open Invoices.

Customer Name	Customer Number	Permit Number - Address	Account Details
AFS CLEANERS LLC	51315	All Locations	ⓘ
AFS CLEANERS LLC	51315	3335200334 - 123 Main Road, SUITE A, MIDDLETOWN, NY, 12345, United States ***	ⓘ
AFS CLEANERS LLC	51315	3335200182 - 123 Broadway, SUITE A, MIDDLETOWN, NY, 12345, United States ***	ⓘ
AFS CLEANERS LLC	51315	3335200371 - 89 SOME RD STE A, MIDDLETOWN, NY, 12345, United States ***	ⓘ

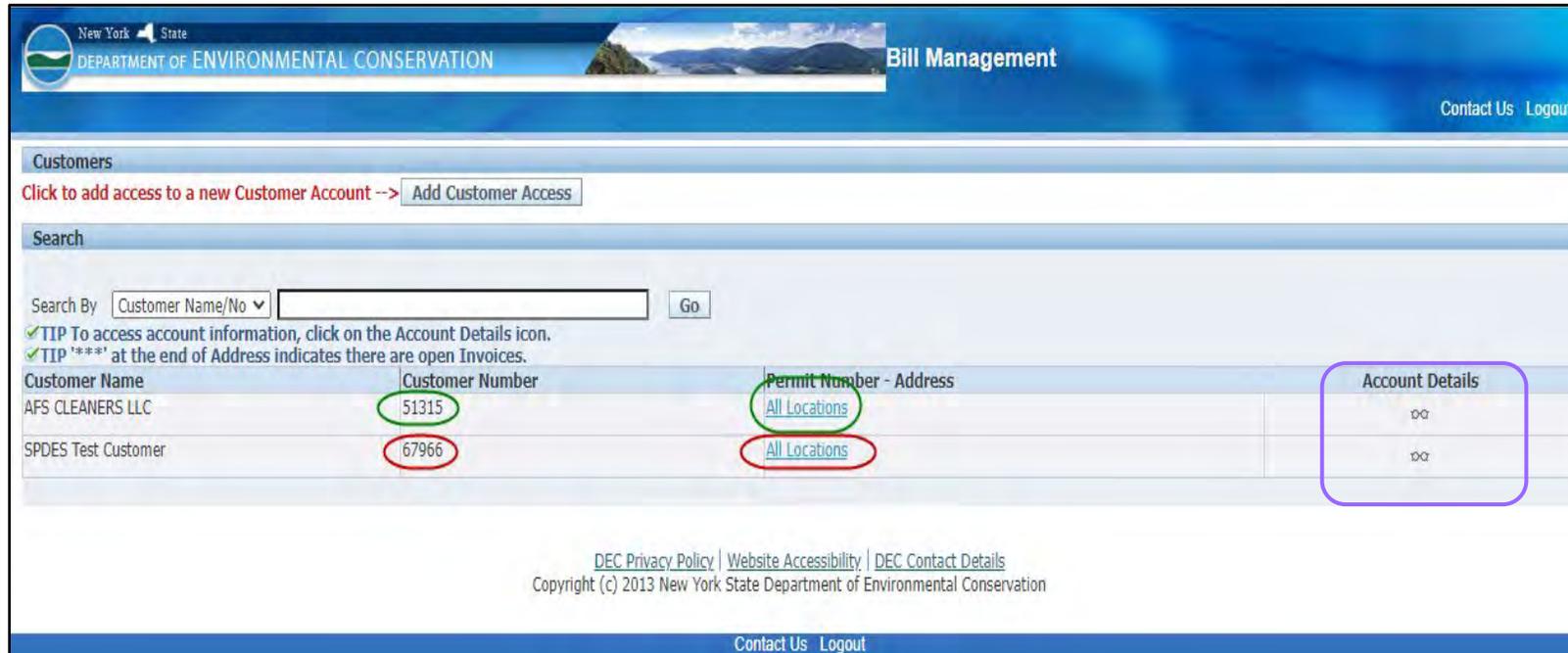
TIP To access account information, click on the Account Details icon.

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DEC ONLINE PAYMENT SYSTEM

Once you have access to more than one customer account, only the “All Locations” link will be displayed.



The screenshot shows the 'Bill Management' section of the DEC Online Payment System. It features a search bar and a table of customer accounts. The table has columns for Customer Name, Customer Number, Permit Number - Address, and Account Details. Two customer accounts are listed: AFS CLEANERS LLC and SPDES Test Customer. The Customer Number for AFS CLEANERS LLC is 51315, and for SPDES Test Customer is 67966. Both have 'All Locations' links under the Permit Number - Address column. The Account Details column contains eyeglasses icons. The interface also includes a search bar, a 'Go' button, and a footer with links for Privacy Policy, Website Accessibility, and Contact Details.

Customer Name	Customer Number	Permit Number - Address	Account Details
AFS CLEANERS LLC	51315	All Locations	🔍
SPDES Test Customer	67966	All Locations	🔍

Clicking the “All Locations” links will display all the active permits (sites) for that specific customer number. You can then use the eyeglasses symbol to view open invoices for each specific permit (site).

Clicking the eyeglasses symbol next to the All Locations link will display all open invoices for all billing locations for that specific customer number.

Note: Billing Addresses with the Asterisk symbol (***) means the billing site has an outstanding invoice(s).

DEC ONLINE PAYMENT SYSTEM

Adding MOSF Customer Access to User Account

If you currently have non-MOSF customer access and you need to add access to an MOSF customer account, the “Add Customer Access” functionality will not work. Instead, you must submit your request to the Revenue Accounting Unit via email at: revenue@dec.ny.gov. Please provide your current customer number as well as your MOSF Customer Number(s) and License Number(s).

Once MOSF account access is granted, your home page will show a Main Menu with separate roles.



The screenshot shows the Oracle E-Business Suite home page. The 'Main Menu' section contains two items: 'NYSFMS iReceivables Account Management' and 'NYSFMS MOSF Application'. The 'NYSFMS MOSF Application' item is circled in green. A red box highlights the entire 'Main Menu' section. The 'Worklist' section shows no notifications. The 'Favorites' section is empty.

To access your MOSF account(s), click the “NYSFMS MOSF Application” menu item. The license number(s) you have access to will be displayed.



The screenshot shows the Oracle E-Business Suite Customers page. A table lists customer information with columns for Customer Name, Customer Number, License Number, Facility Name, Address, and Primary Contact Account Details. The License Number column is highlighted with a red box.

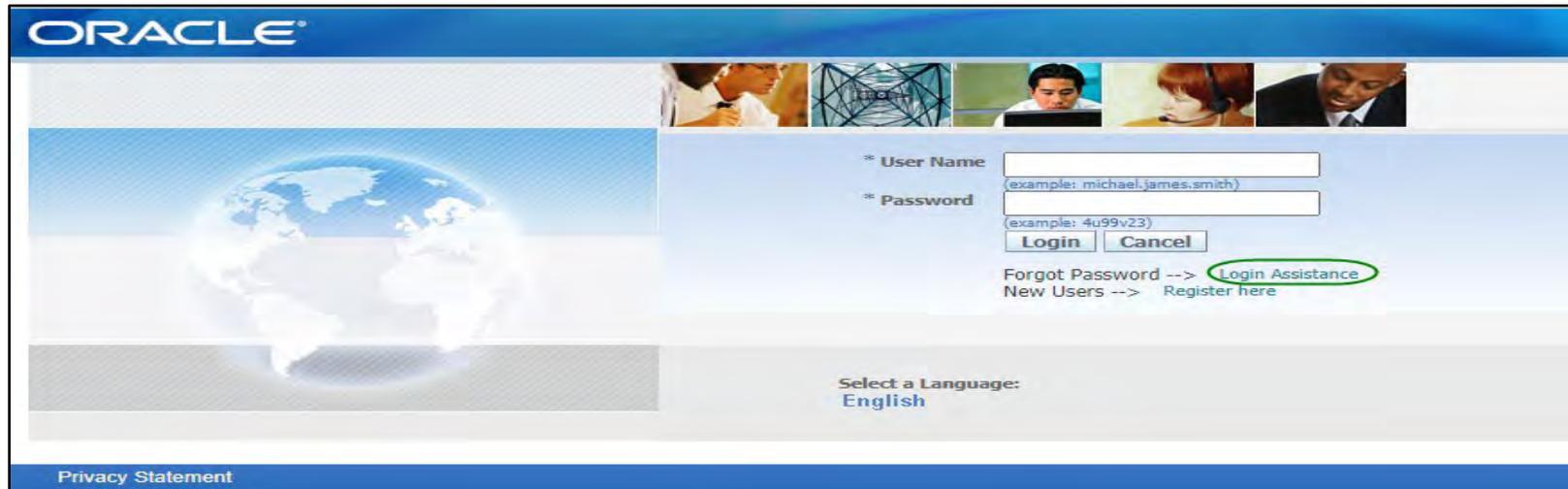
Customer Name	Customer Number	License Number	Facility Name	Address	Primary Contact Account Details
MOSF TEST OIL DEPOT	117155	2-1600	BAYSIDE FUEL OIL DEPOT CORP.	1776 Shore Parkway, Brooklyn, NY, 11214	Joe Adams
MOSF TEST OIL DEPOT	117155	2-1280	BAYSIDE FUEL OIL DEPOT CORP.	1100 GRAND STREET, BROOKLYN, NY, 11211	Joe Adams
MOSF TEST OIL DEPOT	117155	2-1260	BAYSIDE FUEL OIL DEPOT CORP.	537 SMITH STREET, BROOKLYN, NY, 11231	Joe Adams

Please refer to the MOSF On-line Payment Instructions for processing MOSF reports and invoices.

DEC ONLINE PAYMENT SYSTEM

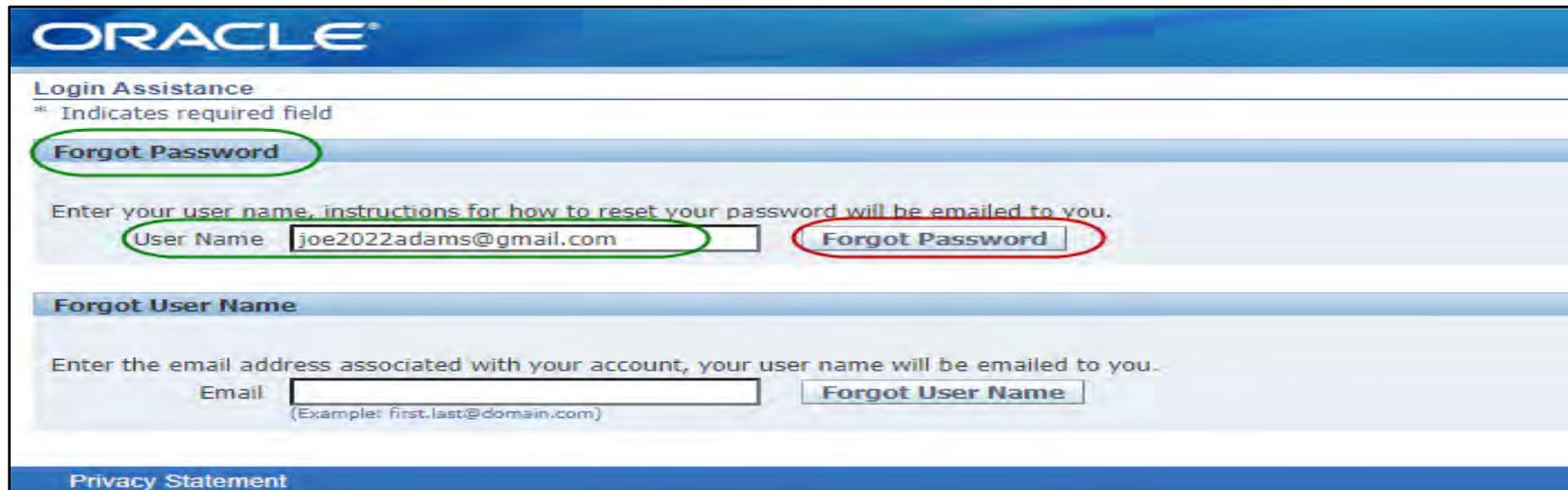
Password Reset

Visit the Login page and select the “Login Assistance” link.



The screenshot shows the Oracle login page. On the left is a globe graphic. On the right are input fields for * User Name and * Password, with example text. Below these are Login and Cancel buttons. Further down are links for Forgot Password (with a green circle around the text) and New Users (with a link to Register here). At the bottom, there is a language selection dropdown set to English and a Privacy Statement link.

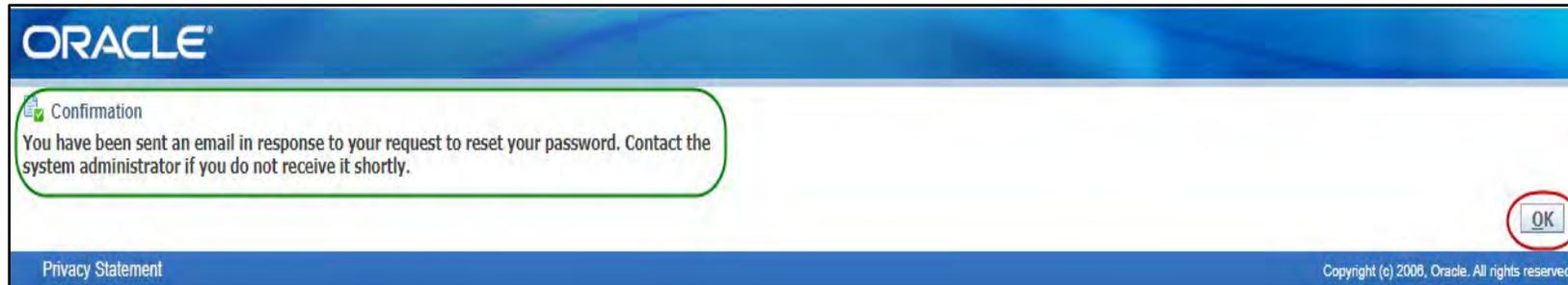
Enter your user name (email) in the “Forgot Password” section as shown below. Click the “Forgot Password” button.



The screenshot shows the 'Forgot Password' section of the Oracle login page. It includes a 'Forgot Password' link (circled in green), a text prompt to enter the user name, a text input field containing 'joe2022adams@gmail.com' (circled in green), and a 'Forgot Password' button (circled in red). Below this is a 'Forgot User Name' section with a text prompt, an email input field, and a 'Forgot User Name' button. A Privacy Statement link is at the bottom.

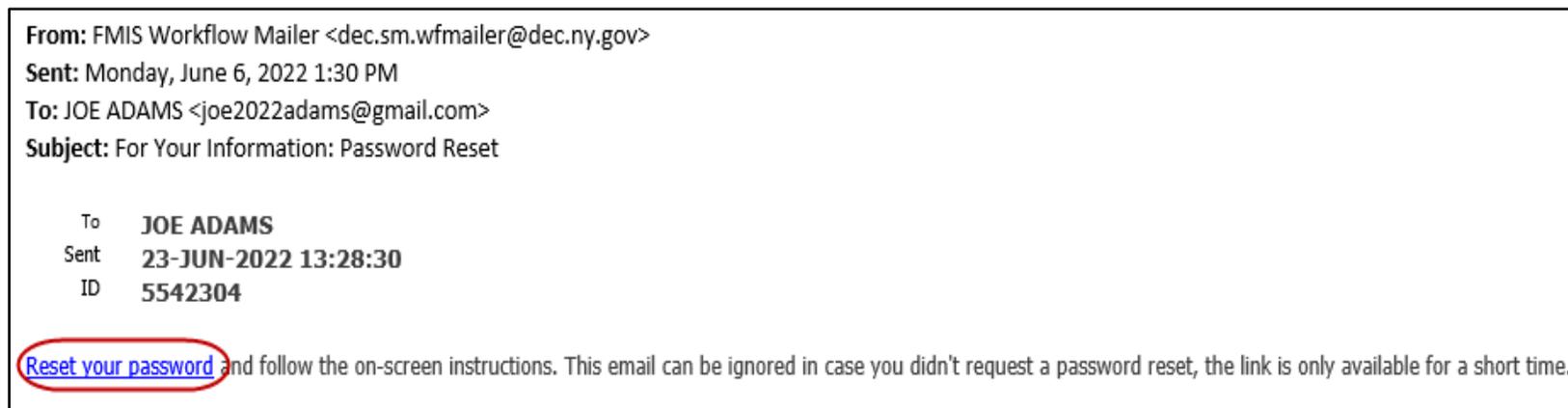
DEC ONLINE PAYMENT SYSTEM

The confirmation message will appear and an email will be sent to the email address you provided.



Click **“OK”** and close your browser.

When you receive the email, click on the **“Reset your password”** link to access the password reset page. A sample email is shown below:



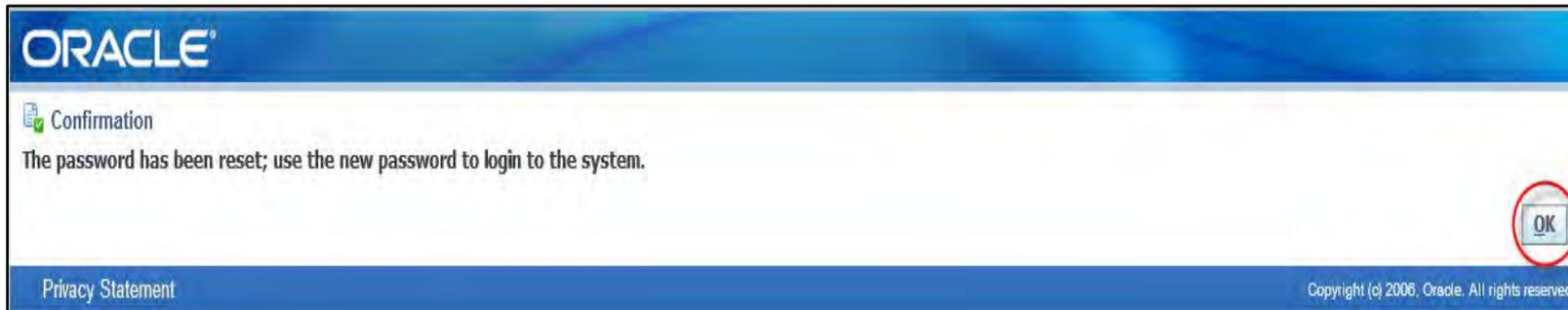
DEC ONLINE PAYMENT SYSTEM

Enter your user name (email). Enter and confirm your new password. Click “**Confirm Password**” to proceed.



The screenshot shows the Oracle password reset interface. At the top left is the Oracle logo, and at the top right are links for "Home" and "Help". The main heading is "Reset Password". Below this, a note states: "* Indicates required field" and "Please enter your username and passwords below. The password you enter below will be used to replace your old password." The form contains three input fields: "User Name" with the value "joe2022adams@gmail.co", "Password" with masked characters and a note "(5 characters or more)", and "Confirm Your Password" also with masked characters. A "Confirm Password" button is located below the second field. At the bottom of the page, there are links for "Privacy Statement" and "Home Help", and a copyright notice: "Copyright (c) 2006, Oracle. All rights reserved."

The password change confirmation message will appear.



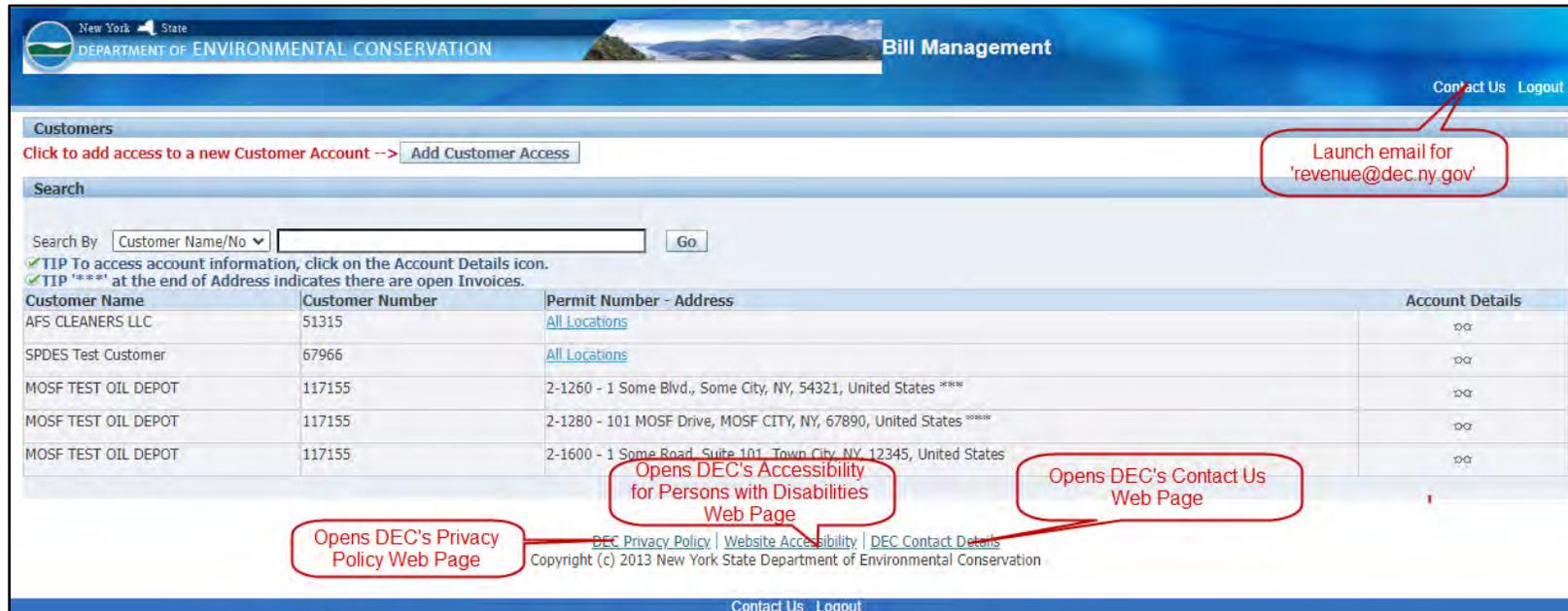
The screenshot shows the Oracle password reset confirmation message. At the top left is the Oracle logo, and at the top right are links for "Home" and "Help". The main heading is "Confirmation" with a green checkmark icon. Below this, the message reads: "The password has been reset; use the new password to login to the system." In the bottom right corner, there is an "OK" button circled in red. At the bottom of the page, there are links for "Privacy Statement" and "Home Help", and a copyright notice: "Copyright (c) 2006, Oracle. All rights reserved."

Click “**OK**” to return to the Login page. You can now log in using your user name and new password.

DEC ONLINE PAYMENT SYSTEM

Links

There are a variety of links provided for the convenience of the user.



The screenshot shows the 'Bill Management' section of the DEC Online Payment System. It includes a search bar, a table of customer accounts, and a footer with various links. Red callouts highlight specific links:

- Launch email for 'revenue@dec.ny.gov'**: Points to the 'Contact Us' link in the top right corner.
- Opens DEC's Accessibility for Persons with Disabilities Web Page**: Points to the 'Website Accessibility' link in the footer.
- Opens DEC's Contact Us Web Page**: Points to the 'DEC Contact Details' link in the footer.
- Opens DEC's Privacy Policy Web Page**: Points to the 'DEC Privacy Policy' link in the footer.

Customer Name	Customer Number	Permit Number - Address	Account Details
AFS CLEANERS LLC	51315	All Locations	ⓘ
SPDES Test Customer	67966	All Locations	ⓘ
MOSF TEST OIL DEPOT	117155	2-1260 - 1 Some Blvd., Some City, NY, 54321, United States ****	ⓘ
MOSF TEST OIL DEPOT	117155	2-1280 - 101 MOSF Drive, MOSF CITY, NY, 67890, United States ****	ⓘ
MOSF TEST OIL DEPOT	117155	2-1600 - 1 Some Road, Suite 101, Town City, NY, 12345, United States	ⓘ

DEC Privacy Policy etc. please add descriptions for ADA compliance.