1. Visit Click2Gov at the following link: https://click2gov.royalpalmbeach.com/Click2GovPE/index.html
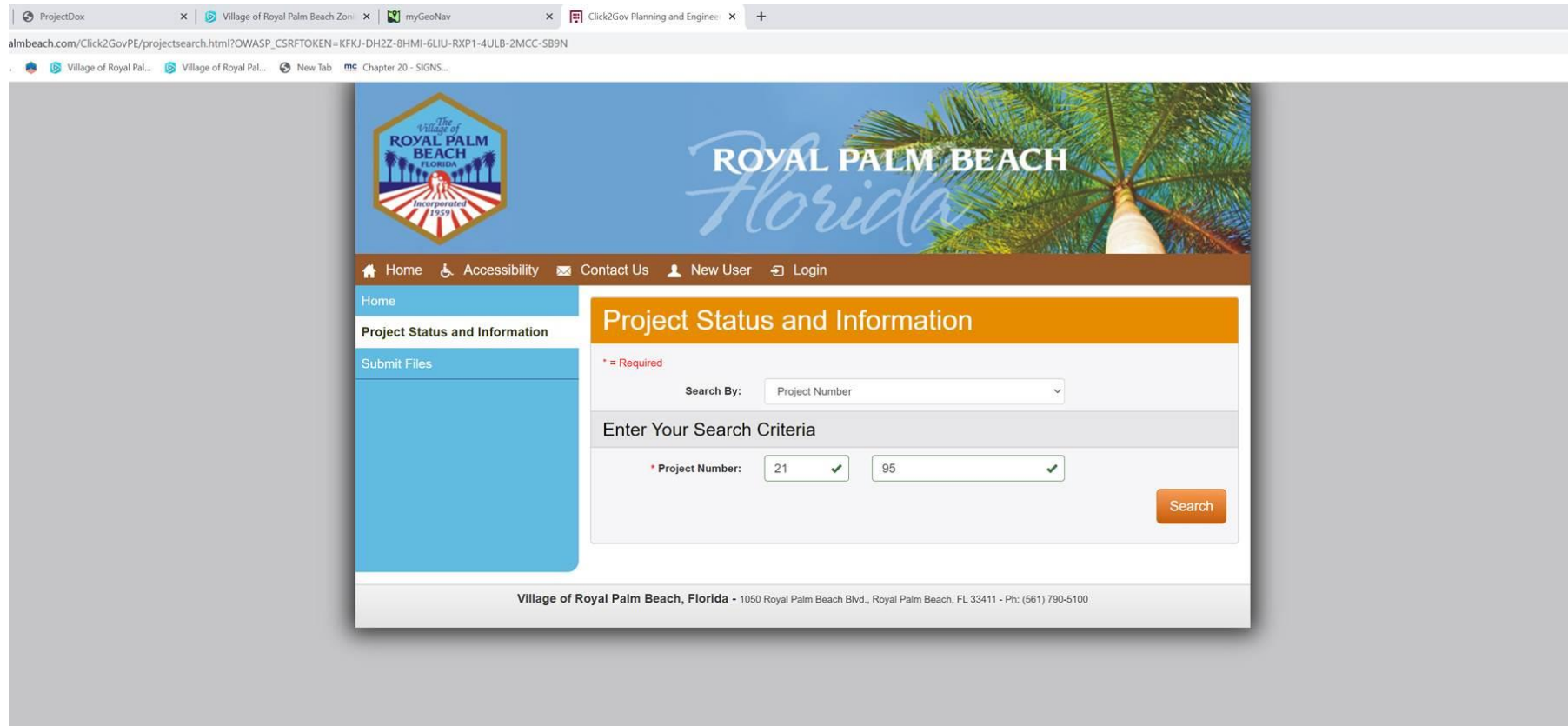
2. Click the 'Project Status and Information' tab on the left.

3. Insert the 'Project Number' as shown below and click search

4. Click the 'View Fees' tab on the left as shown below.

5. Click the application and legal fees required (as shown below) and click pay selected fees. If you are only paying legal fees only check the box Legal Review Fee Deposit.

6. Complete all final payment information as shown below. The payment information stage has 4 steps, please ensure all steps are completed in order to have a receipt.

7. Once the payments are completed, you will have to go into ProjectDox and accept/complete the Plan Fees Due task for each application. This step is only if you have been working in ProjectDox for your application.