

Instructions for payments for permits issued through the Department of Public Works

1. If Paying by credit card, fill out credit card payment authorization (below). Please note credit card information must be provided for each transaction. No credit card records are retained on file for repeat customers.
2. Prepare permit application.
3. Submit permit application and payment:
 - To pay with check, mail permit application and check to address below.
 - To pay with credit card, mail or fax permit application and and credit card payment authorization to address or fax number below.
4. To pay with credit card by phone, please call 916-808-6810.

City of Sacramento
Department of Public Works
Permit Applications
915 I Street, Suite 2000
Sacramento, CA 95814
Fax: 916-448-8450

CREDIT CARD PAYMENT AUTHORIZATION FORM

This document will be destroyed after credit card is charged. No information will be kept on file.

BUSINESS CONTACT INFORMATION

Title:

Company Name:

Phone:

Fax:

Email:

Registered Company Address:

City:

State:

Zip Code:

License Number:

License Class:

Expiration Date:

CREDIT INFORMATION

Address as it appears on credit card statement:

City:

State:

Zip Code:

Name on Credit Card:

Credit Card Number:

Expiration:

Visa

MasterCard

Signature:

Name and Phone Number of Person Preparing this Form:

Name:

Phone: