



Paying Permits Online

General Information

- Must have an account to pay for permits online.
- Permit will be available for payment once approved by the inspector.
 - An Office Specialist will notify you once the permit is approved.
 - A \$3.50 Service Fee will be applied when making payments online (this will be reflected in the Total Balance).

Getting Started

- Access the ePermits website <https://epermits.logis.org/home.aspx?city=nh>
 - Can also access from the New Hope website.
 - <https://www.newhopemn.gov/> > Live > Permits > ePermits Portal (Located at the bottom of the page.)
- If an existing account, click Login and enter credentials.
- If no existing account, one will need to be created.
 - Click Login > Register for Account
 - Enter required information and click Create Account.

How to Make a Payment

- Once logged in, click Pay for Approved Plan Review Permit.
 - Can also locate by clicking Search for Permit.
- Enter permit number or address.
 - Can also search by Contractor, Permit Type, Sub Type, Work Type, Issued Date or Applied Date.

Enter all or part of any of the following fields. At least one field is required.

Permit #:	<input type="text" value="NH_____"/>
House Number:	<input type="text"/>
Street Name:	<input type="text"/>
Unit:	<input type="text"/>
Contractor:	<input type="text"/>

- Locate permit and click on the permit number from the chart.

Permit #	Permit Type
NH020294	Inspections Building

- A summary of the permit details and cost will be listed. Click Add Fees to Cart.

Total Outstanding Balance:	\$312.56
Balance Due Now:	\$312.56
Add Fees to Cart	



Paying Permits Online

- Click Checkout with PayPal – A PayPal account is not required. Payments can be made using a credit or debit card.

Items in your cart		
NH020294 4401 Xylon Ave N	\$312.56	Delete
Total:	\$312.56	

[Continue Shopping](#)

Checkout

Payments can be made through PayPal using a credit or debit card.

Click the PayPal button to complete your purchase.

[Check out with PayPal](#)

- If paying for more than one permit, click Continue Shopping.
- If a permit was added to the cart in error, click Delete to remove from cart.
- Enter credit card information and click Pay Now.
- Once the payment has been submitted, the receipt, permit and inspection record will automatically be emailed.
 - If plans were submitted with the permit application, a stamped copy from the inspector will be emailed or mailed out separately.