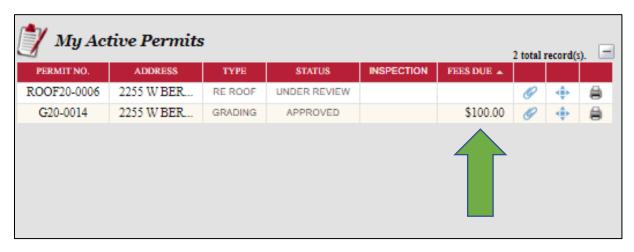


Payments in eTRAKiT

Once a permit/project has been approved, payments should be made electronically through <u>Littleton eTRAKiT Portal</u> using Visa, Master Card, Discover or American Express or eCheck. An email notification will be sent to the applicant when the permit is ready for payment.

Step 1: Log into <u>Littleton eTRAKiT Portal</u>

Once logged in, you will select your fee that you want to pay. Click on the fee to add to the cart.



Step 2: Add permit/project fees to Shopping Cart

Review the total amount in your shopping cart. To add more permits, click **BACK TO DASHBOARD** and repeat step 1. Once all items have been added to the shopping cart, click on **PROCEED TO CHECKOUT**.

Note: Unpaid items will remain in the shopping cart until they are removed or paid.





Step 3: Review Payments

After reviewing the checkout summary, click PROCEED TO PAYMENT

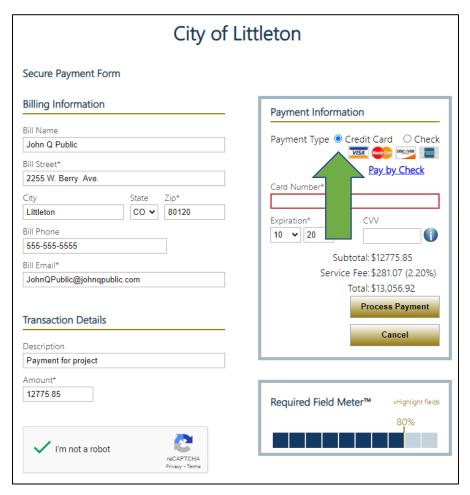




Step 4: Complete Payment

You will be redirected to a secured payment screen to complete your credit card payment using a Visa, Master Card, Discover, or American Express or E-check. After the payment has been processed, you will be redirected back to eTRAKiT at <u>Littleton eTRAKiT Portal</u> to review your permits. A copy of the payment will be sent to the Bill email entered during payment processing.

Credit Card Payment:

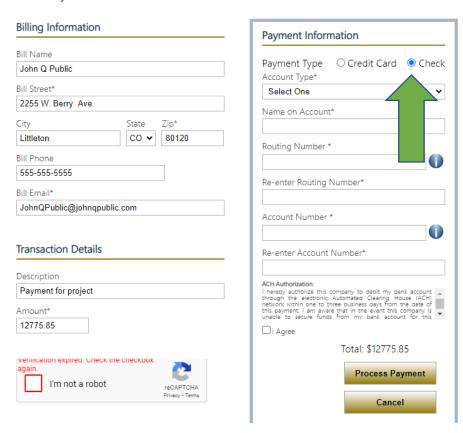


E-Check Payment



City of Littleton

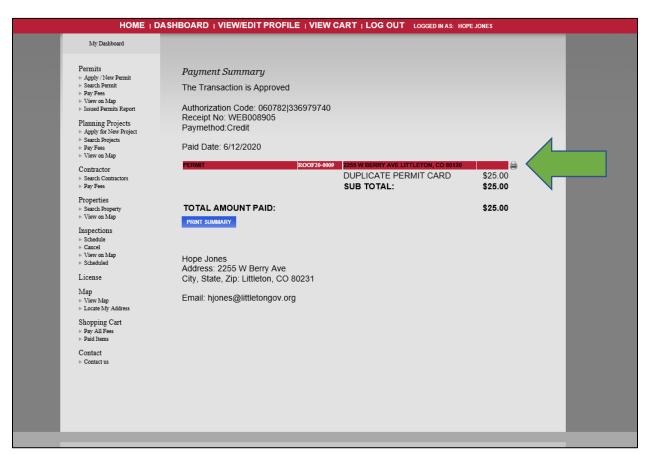
Secure Payment Form



Step 5: Printing Permit

After the payment is complete you will be redirected back to <u>Littleton eTRAKIT Portal</u> and will have the opportunity to print a copy of the permit. Click on the printer icon to the right of the header, a new window will open with the permit. For certain permits (ROW, Sewer, Grading, Floodplain Permits), additional instructions will be provided to obtain the printed permit from the Attachments.







PERMIT NO: ROOF20-0009 ON-LINE PERMIT	
CITY OF LITTLETON 2255 W Berry Ave, Littleton, CO 80120 PERMIT TYPE RE ROOF	APPLIED DATE 6/10/2020
INSPECTION REQUEST LINE (408) 555-1216 OR SCHEDULE EXISTING INSPECTION ON-LINE WWW.CFW.COM DESCRIPTION 23 sqs	APPROVED DATE Littleton ANYTHING BUT LITTLE
PERMIT INFORMATION	FEE SUMMARY
SITE 2255 W BERRY AVE LITTLETON, CO 80120	DUPLICATE PERMIT CARD \$25.00 Total Fees Charged: \$25.00
APPLICANT Hope Jones 2255 W Berry Ave Littleton CO 80231	
OWNER Hope Jones 2255 W Berry Ave Littleton CO 80231 CONTRACTOR	
OTE: This job copy of this permit shall be kept on the job site to make the required entries thereon. The permit will expire if work is not started in 180 days, is abandoned, or does not receive an inspection for more than 180 ays. Additional fees will be collected to renew expired permits. This is a Building Permit when properly filled out, signed and validated, and is not transferable. Construction Hour. Construction is limited to the hours of 7:00am 17:00am and day. No work shall be performed on certain holidays (MMC V-213-3(b)).	
LICENSED CONTRACTORS DECLARATION INSPECTION SUMMARY LICENSED CONTRACTORS DECLARATION LICENSED CONTRACTORS DECLARATION LICENSED CONTRACTORS DECLARATION LICENSED CONTRACTORS OF COMMENTS OF CONTRACTORS OF CONTRACTO	
I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and ofessions Code: The Contractors License Law does not apply to an owner or Property who builds or improves thereon, and who contracts for chip projects with a contractor(s) licensed pursuant to the Contractors License Law.) If we exempt under Sec. OWNER B.P.C. for this reason OWNER WORKERS COMPENSATION DECLARATION ereby affirm under penalty of perjury one of the following declarations: I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor ode, for the performance of the permit is ussued. I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the definition of the contractors.	