

CoM False Alarm Management System Citizen Portal: Payment Instructions

Step 1. Online Payments

Navigate to <u>City of Memphis FAMS Citizen Portal</u>. Online Payments can be made from the Citizen False Alarm Reduction Program homepage without registering or logging into an account. Payments can be made after logging into a registered account. If the account is registered, view the online payment history and invoices from the account menu. See *CoM False Alarm Management System Citizen Portal: Login Instructions* and *CoM False Alarm Management System Citizen Portal: Registration Instructions*.

Pay from Homepage S file:///L:/https://product.cityalar × S Home Page | City of Memphis - × + ٥ → C 25 product.cityalarmpermit.com/FAMSCitizen/Memphis/ Ď . > ☆ Δ Δ Δ* **CITY OF MEMPHIS, TENNESSEE** MEMPHIS False Alarm Reduction Program "False Alarm" means the activation of an alarm system through mechanical failure, malfunction, improper installation or through the negligence of the owner or user of the alarm system, which activation results in a response by a law enforcement agency. Account Access Login To pay for an outstanding invoice or apply for a registration you do not have to login. User Name / Permit Number: Password / Bill Number: C Remember Me Submit Forgot Passe ve an alarm system and you wish to register, please click :: Apply for Alarm Registration and Pay Online :: option. If you are a First Time User, please click on View Demo to view the process flow. ? ₹ Pay your bill now Credit Card Payment Apply for Alarm Perr Need Username Frequently istration and Pay Onlin and Password? Asked Questions View Demo View Demo View Demo

1.a. View Demo

If you have never paid online, click <u>View Demo</u> under Pay your bill now Credit Card Payment to watch a brief video with instructions.

View Demo



1.b. Pay Your Bill Now from the Homepage

Click Pay your bill now Credit Card Payment to pay your bill online from the homepage.

Pay Your Bill Now Credit Card Payment



1.c. Provide Account & Invoice Number

Type the Account/Permit Number into the field. Type the Invoice Number into the field. Click Continue. *Note: If the oldest outstanding invoice is pending, the payment will be applied to that invoice first.

Pay Invoice Step 1



1.d. Add More Invoices & Proceed to Pay

The invoice is shown in Step 2. Click Continue Payment.

Invoice



City of Memphis - False Alarm Reduction Program | PO BOX 178, MEMPHIS, TN, 38101-0178, Phone Disclaimer: Every effort is made to ensure that the data is accurate, verified, and up-to-date. However, data is a

1.e. Enter Account Information: Email Address

Enter your account's email address and re-enter it to confirm.

Account Email Address

C 2 secure1.paymentus.com/rotp/MEMA?hea	der.amount=150.00&header.accountNumber=500003	
One Time Payment A	count Information	
	Enter Account Information	Where is my Account Number ?
	All fields are required unless labeled as optional.	
	Payment Type	00000-0000
	Payment on Account	Statement
	Please enter your acount number.	
	Account Number	
	500003	
	Email 🛛	
	Enter email address	
	Re-Enter email	
	Re-enter email address	
	Continue	

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1.f. Payment Method and Information

Enter your payment information. Note: Enter the nine-digit ZIP Code without a dash. If you enter the ZIP Code with a dash, as shown below, you will be prompted to remove it.

Enter Payment Information: Name, Phone, ZIP Code

First Name	Middle Name (Ontional)
Jane	
.ast Name	Daytime Phone Number
Doe	9015550000
ZIP Code:	
38111-4334	
Pay this Amount \$ 150.00 Payment Method	
	Credit Caro
	Debit Card
	eCheck / Bank Account
•	PayPa
	PayPal Credit

Enter your payment information by choosing a payment method. You can use a credit card, debit card, eCheck/Bank Account, PayPal, PayPal Credit, or Venmo. Click the bubble next to your preferred payment method. Enter One-time Payment Information.

Any payment method selected expands to the details that must be entered. For example, if you click the credit card option, the window expands to show each field required to pay with a credit card. Enter the Card Number, the CW number, the expiry month, the expiry year (use dropdown menus), and the cardholder's name.

Enter Credit Card Information

Pay this Amount \$ 150.00	
Payment Method	
	Credit Card
Card Number CVV O Enter card number CVV	
Expiry Month Expiry Year	
MM • YYYY •	
Card Holder Name	
Enter card holder name	
	Debit Card
	eCheck / Bank Account
	PayPal

1.g. Authorize and Pay

Review the Confirm Payment information to ensure accuracy. Check the box to authorize the payment. Click Pay [USD amount]

Payment Confirmation

 One Time Payment	Confirm Payment				
		Confirm Payme	nt		
		Payment Method		٧	/SA **************111
		Payment Date			Now (09/30/2024
		Payment Amount \$150.00	Paymentus Fee \$3.98	Total Am \$153.98	ount
		Click - read the Payment	Authorization Terms and Privacy Matice		
		By circler g the PAY butto	per Payment Authorization Terms.	by Paymentus to be a	dded to this
		payment. Click the PAY button to c	omplete your payment.		
			Pay \$153.98		
		< Back	Tuy 0133.70		
		КВАСК			
		< Back	Paymentus		

1.h. Payment Receipt and Email

The Payment Receipt pops up with the options to Print, Make Another Payment, and go Back to Home. You will also receive payment confirmation in an email from BillPay@ Paymentus.com.

Payment Receipt

Carlingation #	11200054
Confirmation #	11208054
Payment Type	Payment on Account
Account #	50000
Status	ACCEPTE
Payment Date	Sep 30, 2024 – 10:58:51 A
Payment Method	Visa **********11
Payment Amount	\$150.0
Service Fee	\$3.9
Total Amount Charged	\$153.9
Print Make Another Payment	Back to home

Step 2. Login to Registered Account to Pay and View Past Payments and Invoices

Payments can be made after logging into a registered account. If the account is registered, you can view your online payment history and invoices. See *CoM False Alarm Management System: Citizen Portal Login Instructions* and *CoM False Alarm Management System: Citizen Portal Registration Instructions*.

2.a. Login to Registered Account to Pay

Log in to the home page. Click Invoice in the left-hand side menu. View your invoice(s) and click Pay Now.

Invoices

wments	Account Number:	500003	Registrant Name:	PM AM TEST PERMIT
voices	Street Address:	100 TEST ST A		
anga Pasaward	Invoice Number:	<u>4823132</u>		
ange Fassworu	Invoice date:	9/25/2024		
arm Ordinance	Invoice Amount:	\$ 150		
gout	O/S Amount:	\$ 150	Pay Now	
_	Invoice due date:	10/25/2024		
	Payment Awaited !	No Reminders Received		
	Invoice Number:	<u>4823131</u>		
	Invoice date:	9/25/2024		
	Invoice Amount:	\$ 10		
	O/S Amount:	\$ 0		
	Invoice due date:	7/31/2025		

2.b. View Payment and Proceed to Pay

View the Payment you are making. Click Continue Payment.

Continue Payment



2.c. Continue Payment

Repeat steps 1.c. through 1.h. to complete your payment, receive the payment receipt, and receive Paymentus email confirmation.

2.d. View Payments

Click on Payments in the left-hand menu to view payments made.

Payments

