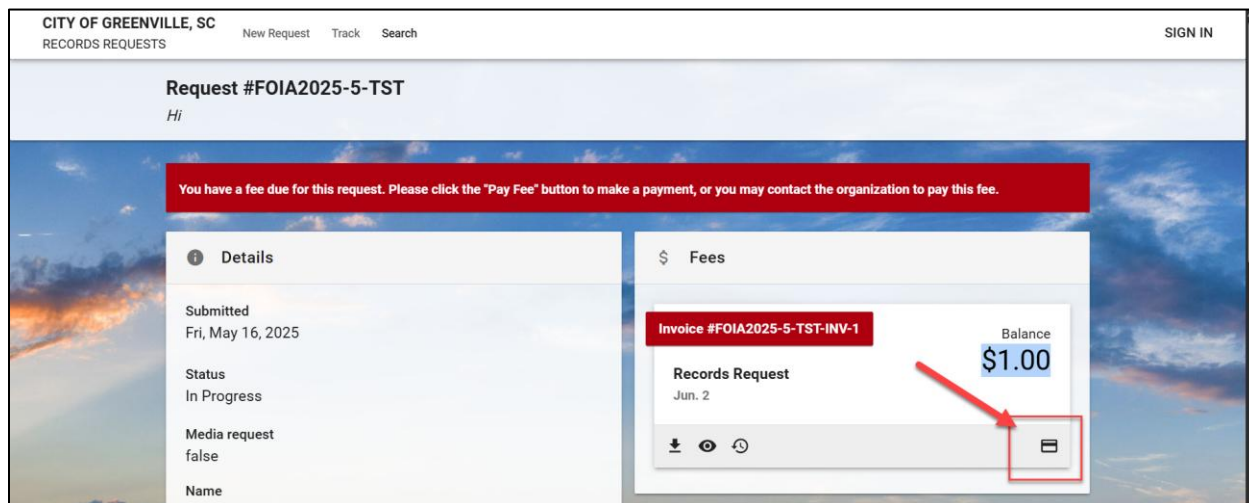


## Online Payment

To pay online, click on the request link in your email or go to the [track status page](#) and enter your request number and security key.

Click on the credit icon under the invoice balance.



Review the line items and click on Continue to Payment.

The 'Make A Payment' modal is shown with three steps: '1 Invoice Details', '2 Billing Form', and '3 Payment Receipt'. The 'Line Items' section contains a table with the following data:

Line Item ↑	Quantity ↑	Price ↑	Subtotal ↑
Test Payment Portal	1	\$1.00	\$1.00

Below the table, it says 'Rows per page: 10' and '1-1 of 1'. The 'Summary' section at the bottom shows:

Total Fee	\$1.00
Payments Recieved	\$0.00
Balance Due	\$1.00

At the bottom, there is a 'Select Your Payment Amount' field and two buttons: 'CONTINUE TO PAYMENT' and 'CANCEL'.

You will be redirected to the payment merchant Authorize.NET to submit payment. Enter payment information.

Make A Payment

Invoice Details

Billing Form

Payment Receipt

Order Summary

Invoice Number

Total

\$

Card Number

Exp. Date

Card Code

Billing Address

First Name

Last Name

Billing Country

USA

Zip

Street Address

City

State

Phone Number

Pay

Cancel

View a payment was successful page.

Make A Payment

Invoice Details

Billing Form

Payment Receipt

Greenville, SC

Your payment was successful.

Amount Paid

Invoice Number

Transaction ID

1

FOIA2025-5-TST-INV-1

121065768660

CLOSE

The request tracking page will update to reflect the payment.

CITY OF GREENVILLE, SC

RECORDS REQUESTS

New Request

Track

Search

SIGN IN

Request #FOIA2025-5-TST

Hi

Details

Submitted

Fri, May 16, 2025

Status

In Progress

Media request

false

\$ Fees

Invoice #FOIA2025-5-TST-INV-1

Balance

\$0.00

Records Request

Jun. 2

PAID