

**Step 1.** Please review the notes and fees. Once you have reviewed the notes and fees please begin your payment process by clicking of “Click to Start Payment.”



## Treasurer's Office - Online Payment Portal

Welcome to Outagamie County - Treasurer's Office  
Online Payments Portal

Please note that payments tendered through this portal will be assessed a one-time convenience fee based on the total amount due. Convenience fees are in addition to the amount(s) owed and are calculated as follows:

- A 2.20% convenience fee will be charged for payments using Visa, MasterCard, American Express or Discover credit or debit card. The convenience fee is based on the total amount due.
- A \$0.25 convenience fee will be charged for payments using e-check.
- You will have the opportunity to review the total amount due with the convenience fee prior to payment submission.
- While you will be paying fees to Outagamie County, the full amount of the convenience fee is passed to Municipal Services Bureau (MSB) as the provider of this online payment service.

**Step 2.** Change the “Order Type” to “Agricultural-Use Conversion.” Use your invoice from the county to complete the questions below then select the payment method you will be using to complete your payment and press “Make Payment” to move to the next screen.



## Treasurer's Office - Online Payment Portal

**Order Type\*:**  

**Parcel Number\*:**

**Comments:**

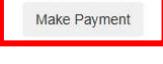
**Payment Made By\*:**

**Phone Number\*:**

**Email Address:**

**Amount\*:**

**Payment Method:**  CREDIT / DEBIT CARD  
 eCHECK



**Step 3.** Enter your payment information. Below are examples of a credit/debit transaction screen and an e-check transaction screen.

**Credit/Debit option:**



**Treasurer's Office - Online Payment Portal**

Amount	1000
Card Type*	Card Type
Convenience Fee	
Total Amount	
Name on Card*	Name on Card
Card Number*	Card Number
Expiration Date*	Expiration Date (MM/YY)
CVV Number*	CVV Number

or

**E-Check option:**



**Treasurer's Office - Online Payment Portal**

Amount*	1000
Account Type*	Account Type
Convenience Fee	
Total Amount	
Name on Account*	Name on Account
Account Number*	Account Number
Re-Enter Account Number*	Re-enter Account Number
Routing Number*	Routing Number

**Step 4.** Please enter your billing information and press “Submit Payment” when complete. If you entered your email address it will automatically send you a receipt otherwise please print a copy for your records.

<b>Billing Address*</b>	<input type="text" value="Billing Address"/>
<b>Billing City*</b>	<input type="text" value="Billing City"/>
<b>Billing State*</b>	<input type="text" value="Select State"/>
<b>Billing Zip Code*</b>	<input type="text" value="Billing Zip Code"/>
<b>Phone Number*</b>	<input type="text" value="Phone Number"/>
<b>Email Address</b>	<input type="text" value="Email Address"/>

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