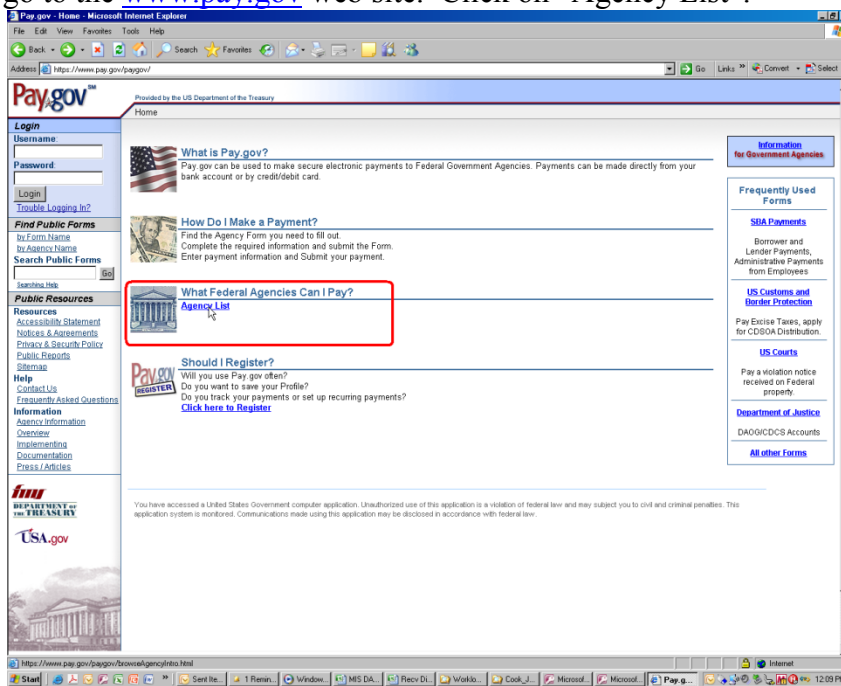


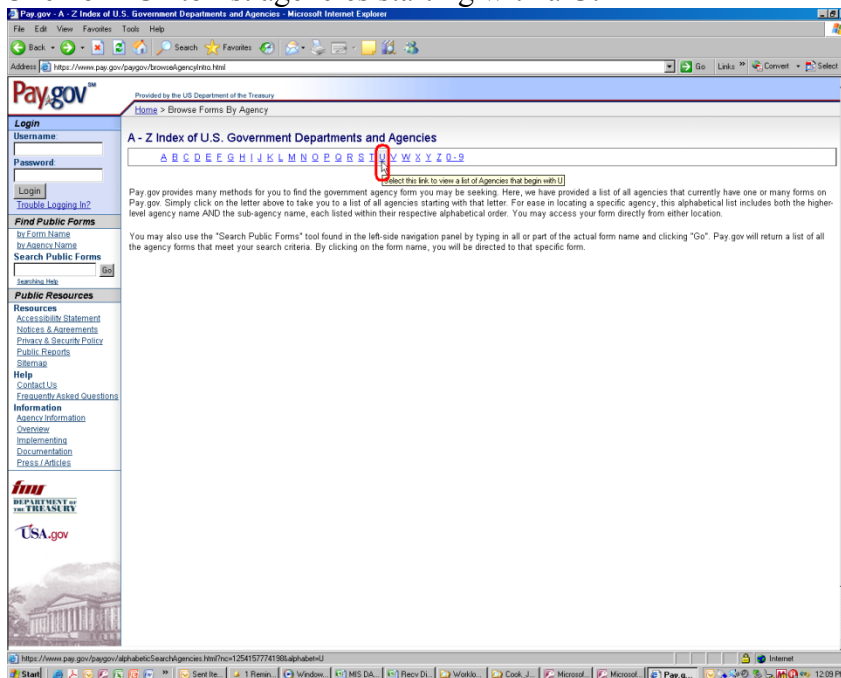
Instructions for Paying USCG Application Fees Using Pay.Gov

The following instructions will step you through the process required to properly pay for your USCG application fees using: www.pay.gov. For these examples I have highlighted the important areas in a red outline or a solid red box.

1. Open your Internet browser (these examples show Microsoft Internet Explorer 6.0) and go to the www.pay.gov web site. Click on “Agency List”.

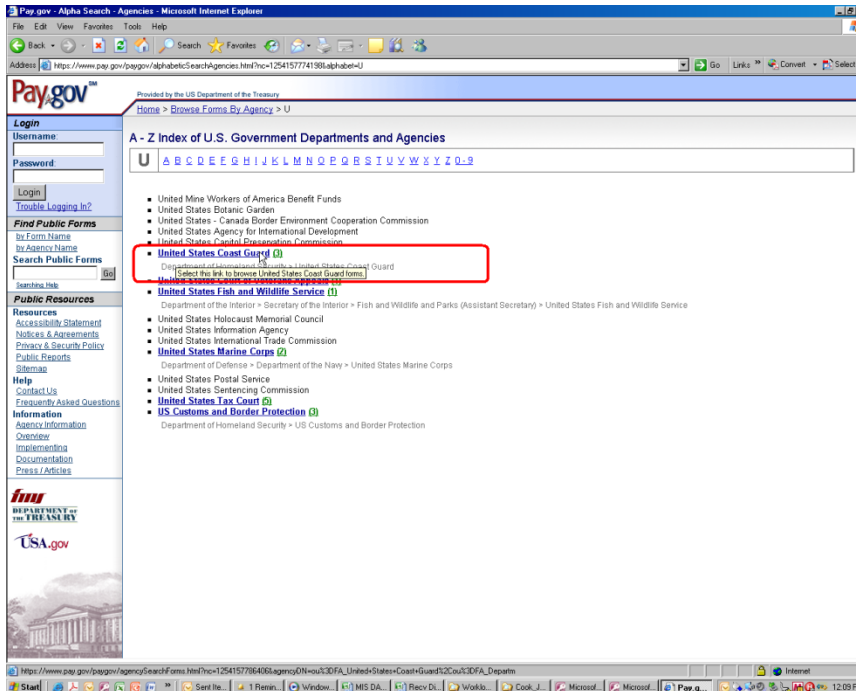


2. Click on “U” to list agencies starting with a U.

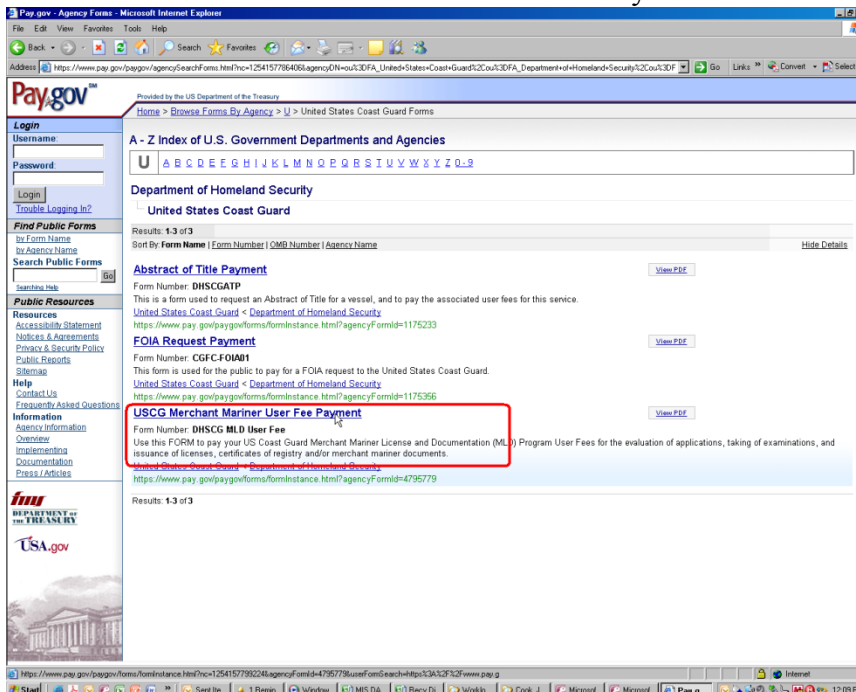


Instructions for Pay.Gov

3. Click on “United States Coast Guard”

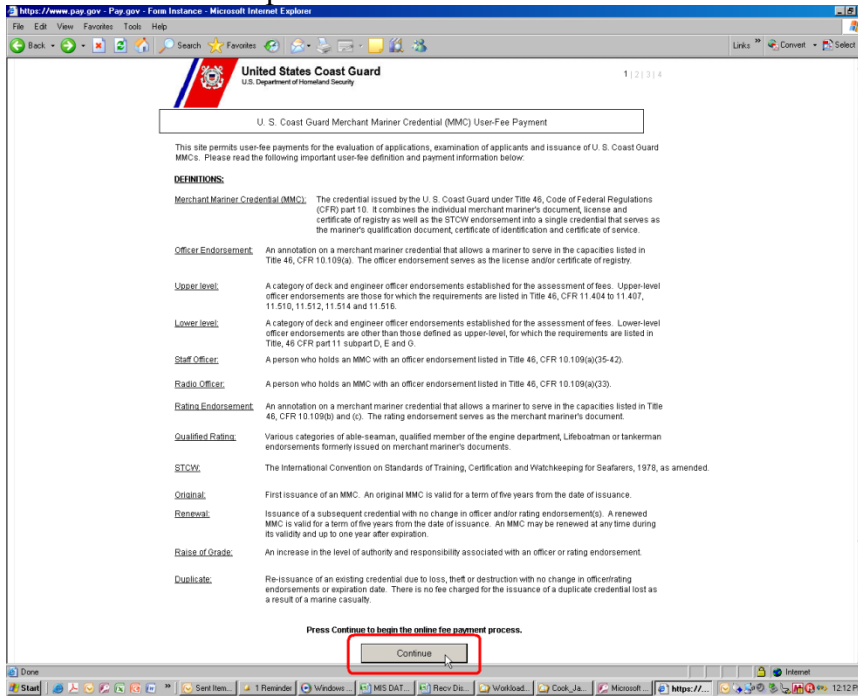


4. Click on “USCG Merchant Mariner User Fee Payment”

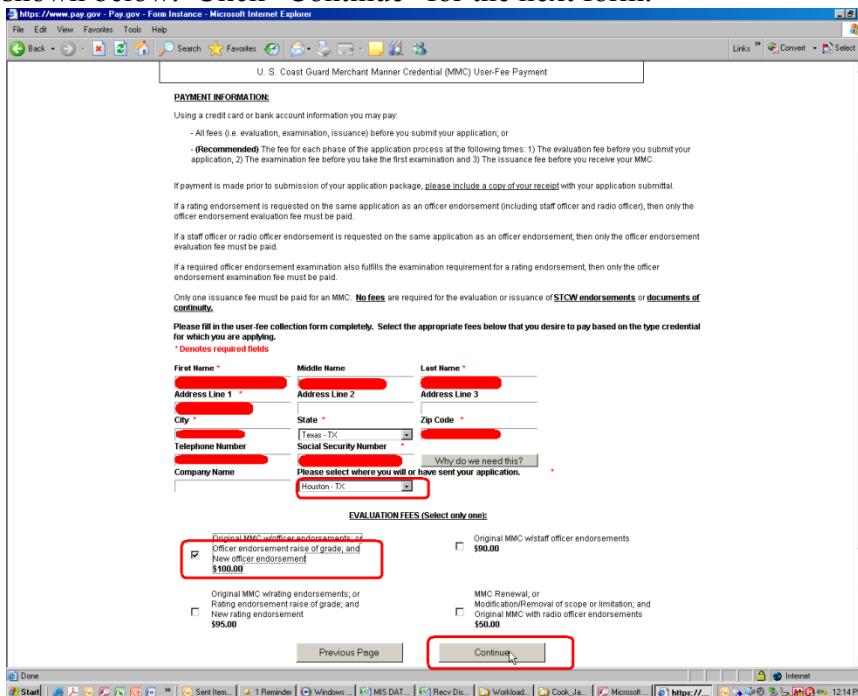


Instructions for Pay.Gov

5. Click "Continue" to proceed.

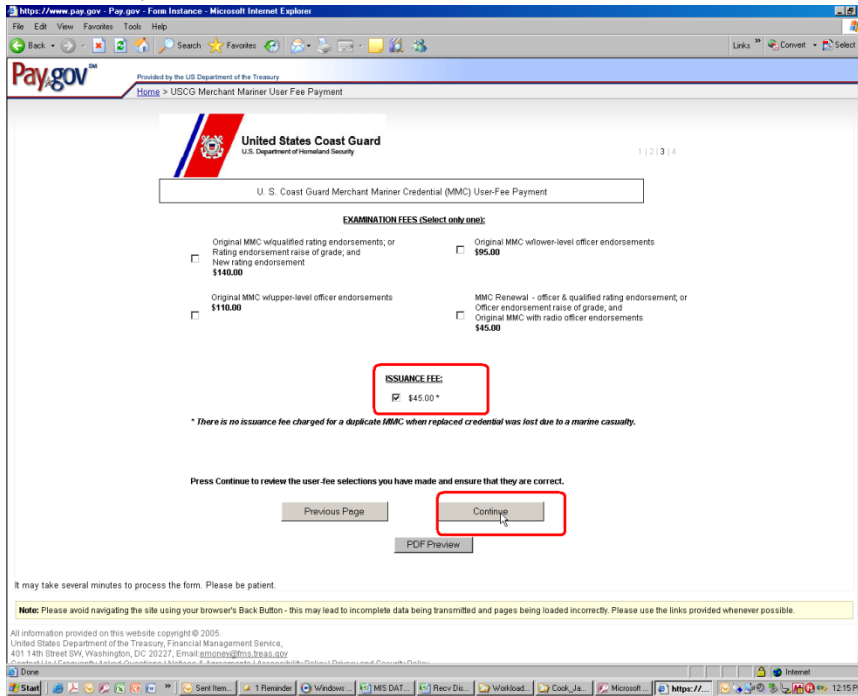


6. Enter your personal information and **CHECK THE \$100 EVALUATION FEE** box shown below. Click "Continue" for the next form.

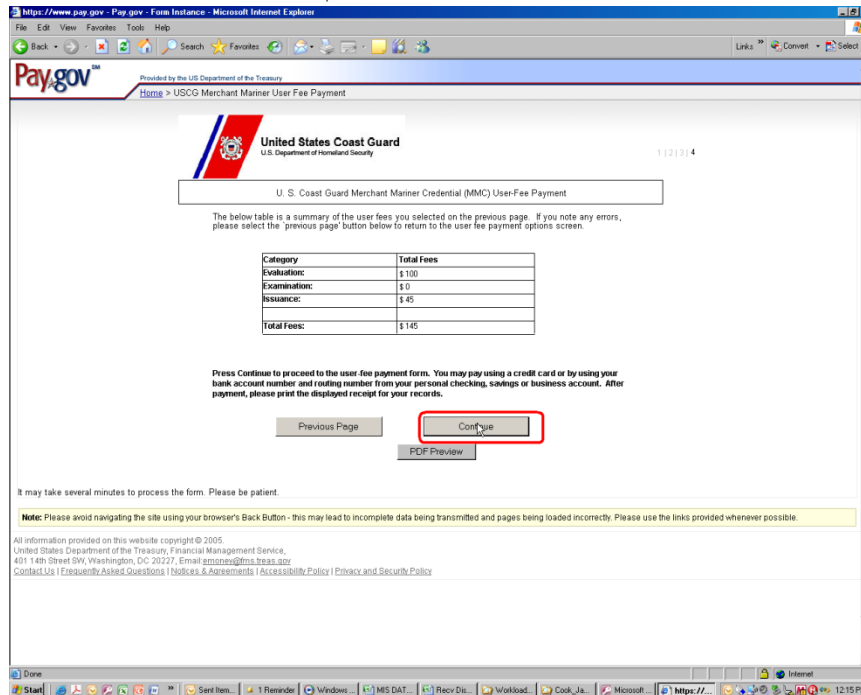


Instructions for Pay.Gov

7. Select the \$45 “Issuance Fee” and click “Continue”.



8. Confirm the total fees of \$145 and click “Continue”.



Instructions for Pay.Gov

9. Choose your form of payment:

To pay from a checking account, complete to **top** part of this web page

System Message

- The system has populated the Payment Date with the next available payment date.

Online Payment

Step 1: Enter Payment Information

This item is payable by [Bank Account Debit \(ACH\)](#) or [Plastic Card](#) (ex. VISA, Mastercard, American Express, Diners Club, Discover)

Option 1: Pay Via Bank Account (ACH) [About ACH Debit](#)

Required fields are indicated with a red asterisk *

Account Holder Name: [REDACTED] *

Payment Amount: \$145.00

Account Type: [REDACTED] *

Routing Number: [REDACTED] *

Account Number: [REDACTED] *

Confirm Account Number: [REDACTED] *

Check Number: [REDACTED]

Routing Number: 026946763
Account Number: 9243767390
Check Number: 1234

Payment Date: 09/29/2009
Evaluation Fee: \$ 100
Examination Fee: \$ 0
Issuance Fee: \$ 1.45

Select the "Continue with ACH Payment" button to continue to the next step in the ACH Debit Payment Process.

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

Option 2: Pay Via Plastic Card (PC) (ex: VISA, Mastercard, American Express, Diners Club, Discover)

Required fields are indicated with a red asterisk *

Account Holder Name: [REDACTED] *

Payment Amount: \$145.00

To pay with a credit card, complete the **bottom** part of the web page

Payment Date: 09/29/2009
Evaluation Fee: \$ 100
Examination Fee: \$ 0
Issuance Fee: \$ 1.45

Select the "Continue with ACH Payment" button to continue to the next step in the ACH Debit Payment Process.

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

Option 2: Pay Via Plastic Card (PC) (ex: VISA, Mastercard, American Express, Diners Club, Discover)

Required fields are indicated with a red asterisk *

Account Holder Name: [REDACTED] *

Payment Amount: \$145.00

Billing Address: [REDACTED] *

Billing Address 2: [REDACTED]

City: [REDACTED]

State / Province: [REDACTED]

Zip / Postal Code: [REDACTED]

Country: United States

Card Type: [REDACTED] *

Card Number: [REDACTED] * (Card number value should not contain spaces or dashes)

Security Code: [REDACTED] * [help finding your security code](#)

Expiration Date: [REDACTED] * / [REDACTED] *

Evaluation Fee: \$ 100
Examination Fee: \$ 0
Issuance Fee: \$ 1.45

Select the "Continue with Plastic Card Payment" button to continue to the next step in the Plastic Card Payment Process.

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

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10. Print your receipt. You will need to include a copy of your receipt with your USCG application form.