Contra Costa County

Credit Card Payments with Official Payments Corporation

How to retrieve a copy of credit card receipt from ePermit Center payment

1. Go to the Official Payment website at www.officialpayments.com

2. On the Official Payments home page click the Verify Payments link on the left hand side:

3. Click the All Other Payment Types link on this page
4. Type in the email address that you used when making the payment and one of the following:
   - the confirmation number from payment
   - last 4 digits of the card number used
   - last 5 digits of checking account number if payment was an e-check
   
   Click Submit when the form is complete.

5. Select the radio button of the transaction you want to view. Click the Details button to see the payment information. You will be able to print the receipt from the Details window.
How to track all credit card payments made with Contra Costa County Building and Planning

You can monitor the processing status of credit card payments made in the office or online in the ePermits Center. To do this, you will need to create an account with Official Payments.

1. Go to www.officialpayments.com
2. On the home page, Click the My Account Dashboard link on the left hand side
3. Click Sign Up
4. Fill in the fields to set up an account