Pay for your Trademark Use Permit



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Once your application for a Trademark Use Permit is approved, you will receive an email prompting you to sign back into Civics and pay for your permit.

For commercial uses, the fee is \$100 for a two-year permit. For non-commercial uses, the fee is \$50 for a two-year permit.

Go to infor.cityofrochester.gov

01 Click "Make Payment" on the home page.

Log in using your One Stop Roc account. You should be directed back to your account home page immediately. From here, click "Make Payment"

		<u> My Account</u>	
	My Homepage Submit New Application Lockup Record		
	Welcome, EXAMPLE!	MY FEES	
	Address Contact 12) Street Road (123)456-7690 Rochester, NY 14604 bulkottpr@shantlasers.com	Total Amount Due \$100.00	
	\rightarrow	Make Payment	
		Go to my fees Go to my, payment history	
	My Projects		
a	Filter V Clear All		
<u></u>	Sort by Added Date v		

02 Review the fees, then click "Make Payment"

If you only have one application in progress, you should just see the fee to use City Trademark.

If you have other permits in progress, you will see a list of all of the permit fees due. You can select which permit fees you would like to pay at this time.

Please note, Trademark Use Permits will not be issued until the fee is paid.

Once you have made your selection, click "Make Payment"

	L My Account	
My Homepage Submit New Application Lookup Record		
MY FEES Below are your fees. Selecting a fee will add it to your cart. Deselecting a fee will remove it from your cart.		
Total Amount Due 51 Total Amount that can be paid online 51 Total Amount that can't be paid online 51	100.00 Cart <u>Clear All</u> 50.00 S0.00	
Filter	1 Item •	
Filter By <u>Clear</u> Sort By	65882 - General Fees \$100.00	
Enter location, description, or record # Q Location (A to Z)	Total (USD) \$100.00	
Next N	Make Payment	
 Permit to use City Trademark \$5552 1 of 1 Selected 	0 d	
K Prov O Most H		

03 Pick how you would like to pay

Select your preferred payment method, either Credit Card or E-Check.

		A My Account
	Checkout	
	Payment Method Please choose a payment method O Great Carel O E-Check	
	Cancel Continue	
g:		

04 Click "Continue"

Move forward with the transaction.

		1 My Account
	Payment Method Please choose a payment method © creat Card © E-Check Continue	×
G ;		1 1100

05 Click "OK"

You will be redirected to an outside payment processor. Please click "OK" to continue.



06 Enter your payment information.

In this example, we selected payment by credit card. In this case you would enter your credit or debit card information here. If you select E-Check you will be directed to a different screen to enter your checking information.

The City of Rochester, NY - the Flower City	worldpay			
Welcome to The City of Rochester, NY - the Flower City !!!				
This secure payment service is provided by Worldpay.				
Card Information	* Denotes a required field			
* Card Number:				
Transaction Information				
Ticket Number: 2203 Reference #: 2203 Amount: \$100.00				
PROCESS TRANSACTION Cancel and return to The City of Rochester, NY				
For more information about Worldpay <u>click here</u> .				

g.

07 Click "PROCESS TRANSACTION"

Finalize the transaction.

