## DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS BUREAU OF FIRE SERVICES 3101 TECHNOLOGY BLVD, STE H, LANSING MI 48910

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## Pay your Fireworks Citation Civil Fines Using the Online Payment System

The Bureau of Fire Services is pleased to offer a secure, quick and easy online payment system that is available 24 hours a day, 7 days a week to pay your fireworks citation civil fines. Please follow the instructions below to set up your account and pay using your Visa, MasterCard, Discover, or debit card containing a Visa/MasterCard or Discover logo.

<u>STEP 1:</u> Have your Visa, MasterCard, Discover or Debit card available.

Debit cards must have the Visa/MasterCard or Discover logo on the card.

STEP 2: Have your citation number available.

The citation number may be found on the top right corner of the citation beginning

with FW and then followed by a series of numbers.

STEP 3: To pay the fireworks citation civil fine, go to: Fireworks Citation Civil Fine Online

Payment System

Enter the citation number in the required fields of the online payment system <u>STEP 4:</u>

**STEP 5:** To print your receipt, select the printable receipt box at the bottom

of the online payment page.

## **Frequently Asked Questions**

What if I don't know my citation **number?** The citation number may be found on the top right corner of the citation beginning with FW and then followed by a series of numbers.

What fees are charged for using the online service? The online payment system is offered free of charge.

Can I pay by electronic check? No. Payments can only be made with a credit or debit card that contains the Visa, MasterCard or Discover logo.

Do I need a PIN if using a debit card? No. Payments are processed as a credit transaction and therefore do not require a PIN.

How quickly will my online payment be posted to my account? Most payments will post the same day. Depending on your financial institution, the payment may take 2 to 3 days to post.

What if I don't know the amount due? You may contact the Bureau at (517) 241-2074 for assistance.