



PROTECT PEOPLE &
PROMOTE BUSINESS

Michigan Commercial Licensing, Enforcement and Regulation System (MiCLEAR)

Instructions: How to Make a Fine Payment in MiCLEAR

Presented by:
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Step 1:

- ✓ Proceed to the MiClear website at www.michigan.gov/miclear. Log into your MiCLEAR account.

Home Licenses Enforcement

Advanced Search

User Name or E-mail: Password: [Login >](#)

Remember me on this computer [I've forgotten my password](#) [New Users: Register for an Account](#)

Step 2:

- ✓ Click on Enforcement. This will show any outstanding fine balances which need to be paid.

Home Licenses **Enforcement**

Create a Complaint

Records

Showing 1-3 of 3 |

<input type="checkbox"/>	Action	Record Number	Record Type	Status	Date
<input type="checkbox"/>	Additional Actions	FINE22000M	Fine	Fine Outstanding	05/10/2022

Step 3:

- ✓ Click on the Additional Actions

Home Licenses **Enforcement**

Create a Complaint

Records

Showing 1-3 of 3 |

<input type="checkbox"/>	Action	Record Number	Record Type	Status	Date
<input type="checkbox"/>	Additional Actions	FINE22000M	Fine	Fine Outstanding	05/10/2022

Step 4:

- ✓ The Payment Due Date, Total Amount Due, and Balance Due will automatically populate with the fine information.
- ✓ Enter the Payment Amount
- ✓ Click Continue

Create a Complaint

Fine Payment

1 Step 1 2 Review 3 Record Issuance

Step 1: Step 1 > Page 1

* indicates a required field.

Fine Information

FINE INFORMATION

* Payment Due Date:	<input type="text" value="05/19/2022"/>
* Total Amount Due:	<input type="text" value="1500.00"/>
Amount Paid:	<input type="text" value="0.00"/>
Balance Due:	<input type="text" value="1500.00"/>

Payment Information

Payment Information

* Payment Amount: (\$)	<input type="text" value="1500.00"/>
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Save and resume later

Continue »

Step 5:

- ✓ Confirm the information on the next screen is correct
- ✓ Click Continue

Home Licenses **Enforcement**

Create a Complaint

Fine Payment

1 Step 1 2 **Review** 3 Record Issuance

Step 2: Review

Save and resume later

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue" to move on.

Record Type

Fine Payment

Fine Information

FINE INFORMATION

Payment Due Date:	05/19/2022
Total Amount Due:	1500.00
Amount Paid:	0.00
Balance Due:	1500.00

Edit

Payment Information

Payment Information

Payment Amount:	1500
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Edit

Save and resume later

Continue »



Step 6:

- ✓ Confirm the amount to be paid is correct
- ✓ Click Continue Application

Create a Complaint

Fine Payment



Step 3: Pay Fees

Listed below are payments based on the information you have entered.

Application Fees

Fees	Qty.	Amount
Investments and Securities Enforcement Fine	1	\$1,500.00

TOTAL FEES: \$1,500.00

Continue Application »



Step 7:

- ✓ For the payment option, you will be redirected to a Third Party screen
- ✓ Debit or Credit Cards are the only accepted methods of payment.
- ✓ The online system does not accept American Express.
- ✓ Click Next to continue with the payment.

LARA
Department of Licensing and Regulatory Affairs

MICHIGAN.GOV
Michigan's Official Website

Payment Method

MICLEAR Licensing Payment Request

Welcome to the CEPAS Credit Card Processing Payment Module for MICLEAR.
This process is being used as a secure means of processing credit card authorizations.
Payment may be made with a valid Visa, MasterCard, Discover, or American Express.
To begin the payment process, click the "Next" button in the box below.

™ Indicates required field

Choose method of payment

Pay by credit card

VISA MasterCard DISCOVER

Back Next Exit

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[Michigan.gov Home](#) [ADA](#) [Michigan News](#) [Policies](#)

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Step 8:

- ✓ Enter your information and your credit or debit card information.
- ✓ Click Next.

Payment Information

MiCLEAR Licensing Payment Request

To continue the payment process, complete the required fields and click the "Next" button in the box below.
If you have entered a valid email address, the confirmation email will be received from noreply@fiserv.com.

* Indicates required field

Billing Address	
<input type="checkbox"/> Use Business Name	
*First Name:	<input type="text"/>
M.I.:	<input type="text"/>
*Last Name:	<input type="text"/>
*Street Line 1:	<input type="text"/>
Street Line 2:	<input type="text"/>
City:	<input type="text"/>
State:	Select State <input type="text"/>
*Zip:	<input type="text"/>
Country:	UNITED STATES <input type="text"/>
Phone:	<input type="text"/>
*E-Mail:	<input type="text"/>
Payment Details	
*Payment Amount: 1500.00 USD	
Payment Method	
*Name on Card:	<input type="text"/>
*Card Number:	<input type="text"/>
*Expiration Date:	* Month <input type="text"/> <input type="text"/>
	* Year <input type="text"/>
*Card Verification Value(CVV2):	<input type="text"/> What's This?
Back Next Exit	



Step 9:

- ✓ Ensure your information has been entered correctly.
- ✓ Review the Payment Instructions and check the "I Agree" box.
- ✓ Click Pay Now

Payment Review

MICLEAR Licensing Payment Request

To confirm your payment information, click on "Pay Now" in the box below.

If you have entered a valid email address, the confirmation email will be received from noreply@fiserv.com.

By checking this box, I accept the payment terms and conditions of the State of Michigan Corporations, Securities, & Commercial Licensing Bureau for the amount noted. Fees paid are NON-REFUNDABLE and due at the time of submission.

I Agree



Address
Billing Address: Jane Doe 123 Anywhere St Lansing, MI 48917 anyone@anyone.com
Payment Method
Credit Card VISA Jane Doe x1111 03/23
Payment Amount
Amount: 1500.00 USD
Total: 1500.00 USD
Back Pay Now Exit



Step 10:

- ✓ The next screen will note “Your Payment has been successfully submitted” and a record number for the transaction will be present.

Home Licenses **Enforcement**

Create a Complaint

Fine Payment

1 Step 1 2 Review 3 Pay Fees 4 Record Issuance

Step 4: Record Issuance

 Your payment has been successfully submitted.
Please print your record and retain a copy for your records.

Thank you for using our online services.
Your Record Number is FINEPAY-22-000030.

You will need this number to check the status of your complaint. For more information about the complaint process, please click here.
