


PAYMENTS IN eTRAKiT

Once a permit/project has been approved, payments should be made electronically through City of Marysville TRAKiT Portal using Visa, Master Card, Discover or ECheck. An email notification will be sent to the applicant when the permit is ready for payment.

NOTE: If you have permits with deferred impact fees, please contact a Permit Tech for additional information – MSVLpermits@marysvillewa.gov or (360)363-8223.

1. Log into the Portal and navigate to the MY DASHBOARD
2. If a fee is ready to be paid, it will be in the FEES DUE column and in blue font



PERMIT NO.	ADDRESS	TYPE	STATUS	INSPECTION	FEES DUE	ATTACHMENT	PRINT
B22-0284	3723 83RD	SIGN	ISSUED		\$0.00		
B23-0016	4070 116TH...	SIGN	ISSUED	Request	\$225.40		
E22-0557	4908 136TH...	ELECTRICAL	ISSUED	Request	\$0.00		
OL22-1571	5017 SUNN...	OL ELECTRICAL RESIDENTIAL	VOID		\$0.00		
PV22-0091	4908 136TH...	SOLAR PANELS/PV SYS	ISSUED	Request	\$0.00		

3. Click on the fee to add to the cart.
4. To add more permits, click BACK TO DASHBOARD and repeat step 1.
5. Review the total amount in your shopping cart.

NOTE: Unpaid items will remain in the shopping cart until they are removed or paid.

6. On this screen you will have payment options.
 - Click on PAY BY CREDIT CARD – a convenience fee of 2.7% will be added to the total OR
 - Click on PAY BY ECHECK – you will need your routing number and bank account number. There is no convenience fee for Echecks.



Description	Quantity	Amount
PERMIT B23-0016 4070 116TH ST NE SIGN		
STATE ISSUANCE FEE - COMM	1	\$25.00
SIGNS	1	\$200.40
SIGN PLAN REVIEW		75.15
BASED UPON VALUATION OF SIGN		125.25
Total Fees:		\$225.40
Total:		\$225.40

[BACK TO SHOPPING CART](#)
[PAY BY CREDIT CARD](#)
[PAY WITH ECHECK](#)

7. Review Payments and click PROCEED TO CHECKOUT
8. Checkout. - You will be redirected to a secured payment screen to complete your credit card payment using a Visa, Master Card, Discover or Echeck. After the payment has been processed, you will be redirected back to eTRAKiT.

Permit Techs will be notified of your payment. The permit and approval documents will be emailed to you or a link will be provided.

If you don't receive the permit and approval documents by the end of the business day, please reach out to MSVLpermits@marysvillewa.gov