

# SINGLE PERMIT RENEWAL IN EPS

OUTDOOR ADVERTISING REGULATORY PROGRAM



TEXAS DEPARTMENT OF TRANSPORTATION

Logged in as: hthomasjack My Lists (0) Cart (0) Reports (1) Account Management Logout

Home Licenses **Permits** Complaints

Dashboard My Records My Account Advanced Search

Hello, hthomasjack

Saved in Cart (0)

View Cart

There are no items in your shopping cart right now.

My Collection (0)

View Collections

You do not have any collections right now.

Work in progress

View All Records

Record Name	Record ID	Module	Creation Date	Action
Permit Renewal	17TMP-000016	Permits	2/22/2017 12:00:00 AM	Resume Application
Permit Plate(s) [Tags] Replacement	17TMP-000002	Permits	1/18/2017 12:00:00 AM	Resume Application
Permit Renewal	16TMP-001983	Permits	12/14/2016 12:00:00 AM	Resume Application
Outdoor Advertising License Renewal	16TMP-001981	Licenses	12/13/2016 12:00:00 AM	Resume Application
Outdoor Advertising License Renewal	16TMP-001979	Licenses	12/13/2016 12:00:00 AM	Resume Application
Transfer Affirmation	16TMP-001885	Licenses	10/12/2016 12:00:00 AM	Resume Application

From the home page, click on the “Permits” tab shown here in the red square.

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+ Apply for a Permit Search Permits

### My Permits

Showing 1-10 of 80 | Download results | Add to collection | Add to cart

<input type="checkbox"/>	Date	Record Number	Record Type	Project Name	Address	Status	Action	Short Notes
<input type="checkbox"/>	01/10/2018	PMT-18-00001	Interstate or Primary System Highway		5 xvcv Blvd, cxv TX 44444	About to Expire	<b>Renew Application</b> Amendment	

Locate the permit you wish to renew in the “My Permits” section and select “Renew Application” shown here in the red square.

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Single Permit Renewal

1 Applicant Information 2 Apply 3 Review 4 Pay Fees 5 Record Issuance

Step 1: Applicant Information > Applicant Info \* indicates a required field.

### Applicant

Enter information about the contacts associated with this permit. You must enter the Applicant information and be sure to provide a phone number(s) and email address. If you are applying for this permit, use the 'Select from Account' option to copy your contact information from your registration. Note that you can update your contact information (phone number, address) using the Account Management link at the top of the page.

Select from Account Add New

Showing 1-3 of 3

Full Name	Business Name	Contact Type	Work Phone	Fax	E-mail	Action
Jaime Shear		Owner	2342342344		jaime.shear@scubeenterprise.com	Edit Delete
Jaime Shear		Authorized Agent	2342342344		jaime.shear@scubeenterprise.com	Edit Delete
Jaime Shear		Primary Contact	2342342344		jaime.shear@scubeenterprise.com	Edit Delete

Save and resume later Continue Application »

1. The applicant contact information should automatically populate within the application.
2. Press "Continue Application".

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Step 2: Apply > Renewal Info \* indicates a required field.

Custom Fields

PERMIT RENEWAL

\* Do you want to renew this permit:  Yes  No 1

Save and resume later **Continue Application >** 2

1. Indicate if you wish to renew the permit by selecting the appropriate radio button, “Yes” or “No”
2. Press “Continue Application”.

## Record Type

Single Permit Renewal

### Applicant Edit

Showing 1-3 of 3

Full Name	Business Name	Contact Type	Work Phone	Fax	E-mail	Action
Jaime Shear		Owner	2342342544		jaime.shear@scubeenterprise.com	Edit
Jaime Shear		Authorized Agent	2342342544		jaime.shear@scubeenterprise.com	Edit
Jaime Shear		Primary Contact	2342342544		jaime.shear@scubeenterprise.com	Edit

### Custom Fields Edit

PERMIT RENEWAL Edit

Do you want to renew this permit:  Yes

Please read the following statement carefully, then acknowledge that you have read and approved it by providing the information requested at the bottom of the page. Please note that Tx Bus & Com § 322.001 et seq., the Uniform Electronic Transactions Act, provides that e-signatures are the equivalent of a hand-written signature and are just as legally enforceable.

Under the penalties of perjury, I certify that I have the authority to sign this application as the agent of the permit applicant. I am above the age of eighteen years, and I am fully competent to file this application. The facts stated in this application are within my personal knowledge and are true and correct. I understand that any misstatement, misrepresentation or omission of information in this application may result in the revocation of any permit granted based on this application.

By checking this box, I agree to the above certification. **1**

Date: 01/11/2018

Save and resume later **Continue Application >** **2**

1. At the bottom of the “Review” page check the box indicating that you accept the disclaimer.
2. Press “Continue Application”.



Home Licenses **Permits** Complaints

[+ Apply for a Permit](#) [Search Permits](#)

Single Permit Renewal



**Step 4: Pay Fees**

Listed below are the preliminary fees based upon the information you have entered.

**Application Fees**

Fees	Qty.	Amount
Interstate Permit Renewal	1	\$75.00

TOTAL FEES: \$75.00

Note: The amount shown on this page is a subtotal. Payment processing for this service is provided by Texas.gov, the official website of Texas. The price of this service includes funds that support the ongoing operations and enhancements of Texas.gov, which is provided by a third party in partnership with the State.

[Check Out »](#)

Verify the fees being displayed are correct before proceeding. Press “Check Out” to place the renewal in your Cart.

The screenshot shows the Texas Department of Transportation website. At the top, there is a navigation bar with the logo and the text "TEXAS DEPARTMENT OF TRANSPORTATION". Below this, there is a user status bar indicating the user is logged in as "jgrossman" and has a cart with one item. A secondary navigation bar includes "Home", "Licenses", "Permits", and "Complaints". A third navigation bar includes "Dashboard", "My Records", "My Account", and "Advanced Search".

The main content area is titled "Cart" and features a progress indicator with three steps: "1 Select item to pay" (highlighted in yellow), "2 Payment information", and "3 Receipt/Record issuance". Below this, the text reads "Step 1: Select item to pay" and provides instructions on how to expand items. A dark blue "PAY NOW" button is prominently displayed. Below the button, the address "5 xvcv Blvd, cxv TX 44444" and the cart contents "1 Application(s) | \$75.00" are shown. A table lists the item: "Interstate or Primary System Highway PMT-18-00001" with a "Total due: \$75.00".

A note states: "Total amount to be paid: \$75.00. Note: The amount shown on this page is a subtotal. Payment processing for this service is provided by Texas.gov, the official website of Texas. The price of this service includes funds that support the ongoing operations and enhancements of Texas.gov, which is provided by a third party in partnership with the State."

At the bottom of the cart area, three buttons are highlighted with red boxes: "Checkout »", "Edit Cart »", and "Continue Shopping »". Below these buttons, red text labels them as "Option 3", "Option 2", and "Option 1" respectively.

1. If you have additional transactions to perform on the sight before making payment, press "Continue Shopping"
2. If you would like to remove items from your cart press "Edit Cart".
3. If you are ready to make payment on the items in your cart press "Checkout".

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1 Select item to pay 2 Payment information 3 Receipt/Record issuance

### Step 2: Payment information

Please select a payment method and then fill in all required information.  
The available payment methods are:

- Credit Card
- Bank Account
- Trust Account

Use the dropdown menu to change the payment type.

\* indicates a required field.

#### Payment Options

Amount to be charged: \$75.00

Pay with Credit Card 1

Pay with Bank Account

**Submit Payment »** 2

1. Select the appropriate method of payment.
2. Press “Submit Payment”.

Once you press “Submit Payment” you will be routed the Texas.gov payment portal. Once the payment is submitted you will be re-routed back to EPS and the transaction receipt will be emailed to your address on record.