



Pay Contractor's License Fee Online Using Illinois ePay

1. Submit Contractor's License Application and all required documents and receive invoice from Village.

VILLAGE OF MORTON GROVE

6101 CAPULINA AVE
MORTON GROVE, IL 60053-2902

Print Date: DATE

CONTRACTOR'S NAME

CONTRACTOR'S ADDRESS

CONTRACTOR'S CITY, STATE, ZIP

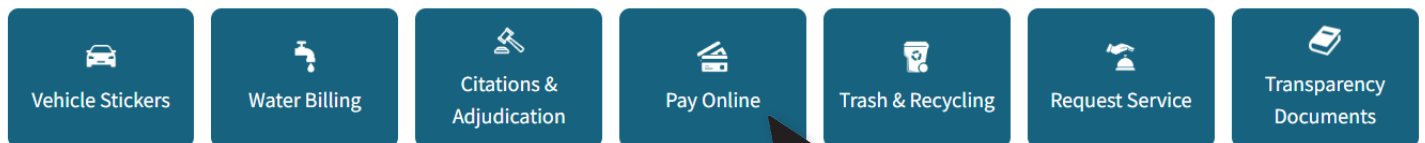
Total Balance Due: \$ 110.00



Type	Detail	Invoice	Due
	Invoice Date: DATE	000XXXXX Billed: \$110.00	\$ 110.00
Total Amount Due:			\$ 110.00

2. Visit the [Village of Morton Grove Illinois ePay](#) or visit www.mortongroveil.org and click "Pay Online" under Quick Links.

Quick Links



3. Click "Make a one-time payment."

One-Time Payment

Make a one-time payment without creating an account. Click the button below and you will be redirected to the page where you can make a payment.

Make a one-time payment 

Login

Continue 

[I forgot my username.](#)

4. Select “Miscellaneous Invoices” for Payment Category and enter the invoice information as follows, then click “Add Item and Checkout.”

The screenshot shows the 'Add Payment Items' form with the following fields and values:

- Payment Category: Miscellaneous Invoices
- Payment Type: Miscellaneous Invoices
- Please enter the following information to identify the payment:
- Name of Customer*: CONTRACTOR'S NAME
- Customer Number*: 00000
- Account Number*: 00000
- Invoice Number*: 000XXXXX
- Description*: CONTRACTOR'S LICENSE
- Payment
- Payment Amount: \$ 110 . 00

Annotations on the right side of the form:

- ENTER BUSINESS NAME ON INVOICE
- ENTER “0000”
- ENTER “0000”
- ENTER INVOICE NUMBER ON INVOICE
- ENTER “CONTRACTOR’S LICENSE”

Buttons at the bottom: + Add Item, + Add Item and Checkout (highlighted with a mouse cursor), and Next Step: Payment Information.

5. Enter your email address and click “Next Step: Add Payment Method.”

The screenshot shows the 'Billing Contact Information' form and the 'Shopping Cart'.

Billing Contact Information:

- Email*: YOUREMAIL@EMAIL.COM
- Buttons: < Back to Cart Information, Next Step: Add Payment Method (highlighted with a mouse cursor)

Shopping Cart:

Miscellaneous Invoices	\$110.00
CONTRACTOR'S NAME - 00000 - 00000 - 000XXXXX - CONTRACTOR'S LICENSE	
Subtotal	\$110.00
Projected Card Fee	\$2.48
Projected eCheck Fee	\$0.50

Buttons: Cancel Transaction

6. Add payment information and click “Next Step: Review Payment.”

7. Check “I agree to the Payment Terms of Service and authorize this payment” and click “Make Payment.”

8. Staff will provide notice that the Contractor’s License has been issued.

Questions? Call 847-470-5214 or email building@mortongroveil.org.