

## About

The PlanSA online payments option enables an individual to make a fee advice payment without having to create an online account to use the ePlanning system. All a person needs is the email notification advising a 'payment is required to progress the development application' or the paper-based 'Fee Advice'.

Supplied on the 'Fee Advice' or 'email notification' are two pieces of information:

1. The application ID, and
2. The invoice number

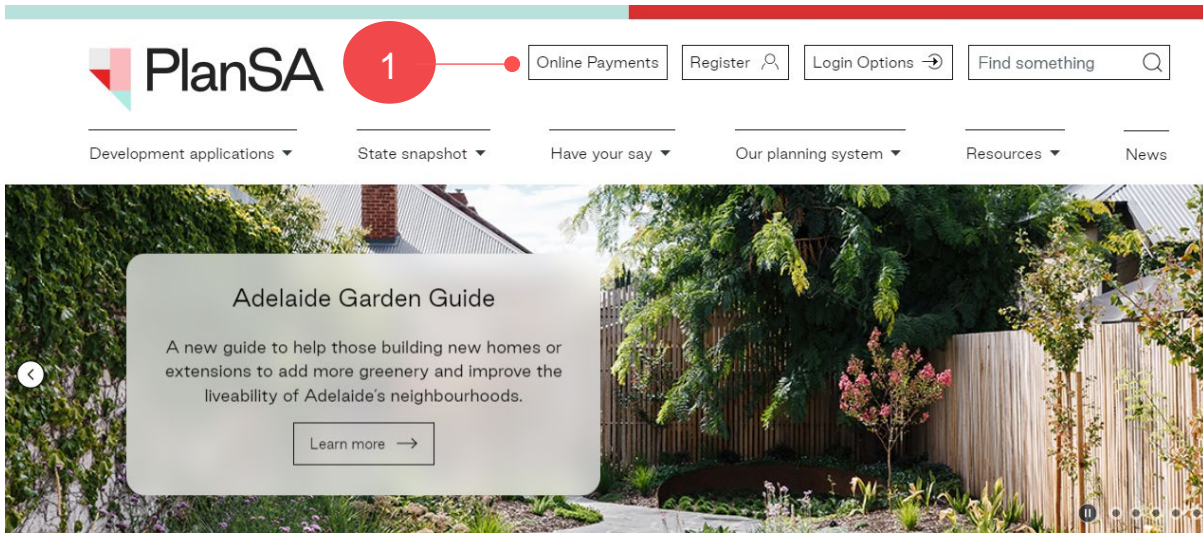
Both numbers are required to make an online payment without an account login.

The image shows two documents side-by-side. The left document is an email notification from PlanSA. It contains the following text: "Lodgement Fee Advice, Invoice #24518 Payable – Application ID 23001002", "Applicant: Penny Public", and "Address: 102 WILLIAM ST NORWOOD SA 5067". Below the text is a photograph of a construction site with a building under construction. The right document is a "Fee Advice" form. It contains the following text: "Invoice to: Penny Public, KAROONDA HIGHWAY, LOXTON SA 5333", "Application number: 23001002", "Fee Advice No: 24518", "Date: 3 Oct 2023", and "Nature of development: Fee Advice". Red circles with the numbers 1 and 2 are placed over the application ID and invoice number in the email, respectively. Red lines connect these circles to the corresponding information in the Fee Advice document.

## Getting Started

Open the PlanSA portal to make an online payment from the **Home** page.

1. Click on **Online payments**.



2. Enter the **application ID** (Application number) located on the Fee Advice.
3. Enter the **invoice number** (Fee Advice No) found on the Fee Advice.

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## Online payments

You can pay your Development Application online using the BPOINT payment system. Once your application has been submitted and verified, simply complete the fields below to proceed to the payment screen. You will need to provide your credit/debit card number, expiry date and security number.

**Application ID\***  
The application ID can be found on the fee advice as "Application number"

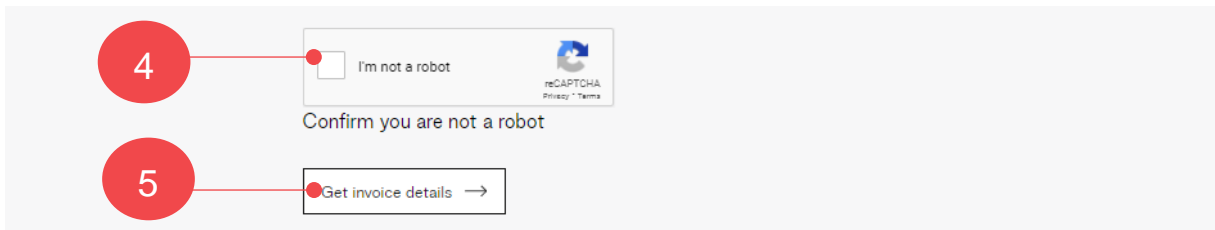
**Invoice number\***  
The invoice number can be found on the fee advice as "Fee Advice No"

**Fee Advice**

Invoice to:  
**Penny Public**  
KAROONDA HIGHWAY  
LOXTON SA 5333

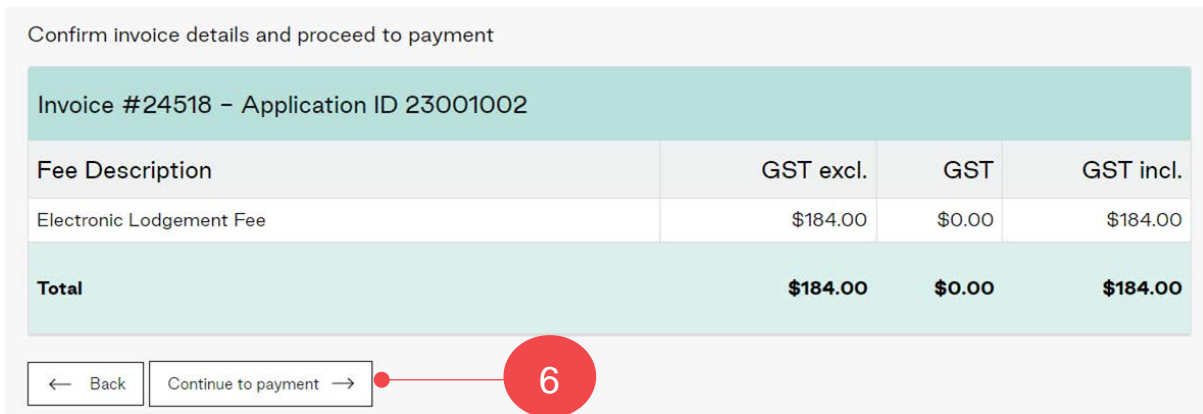
Application number: 23001002  
Fee Advice No: 24518  
Date: 3 Oct 2023  
Nature of development:

4. Confirm you are not a robot.
5. Click on **Get invoice details**.



The fee advice (invoice) details and fee description will display.

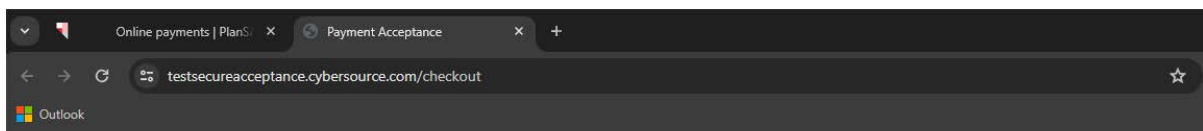
6. Click **Continue to payment** → or ← **Back** to make a correction.



7. The payment session will open. Enter your credit card details and then **Pay Now...** to confirm.

**Important!**

Do not close your browser or navigate away from the payment session without completing your payment or selecting **Cancel**.



**Payment Details**

Card Type \* \* Required field

VISA Visa
  Mastercard

Card Number \*

Expiration Month \*  Expiration Year \*

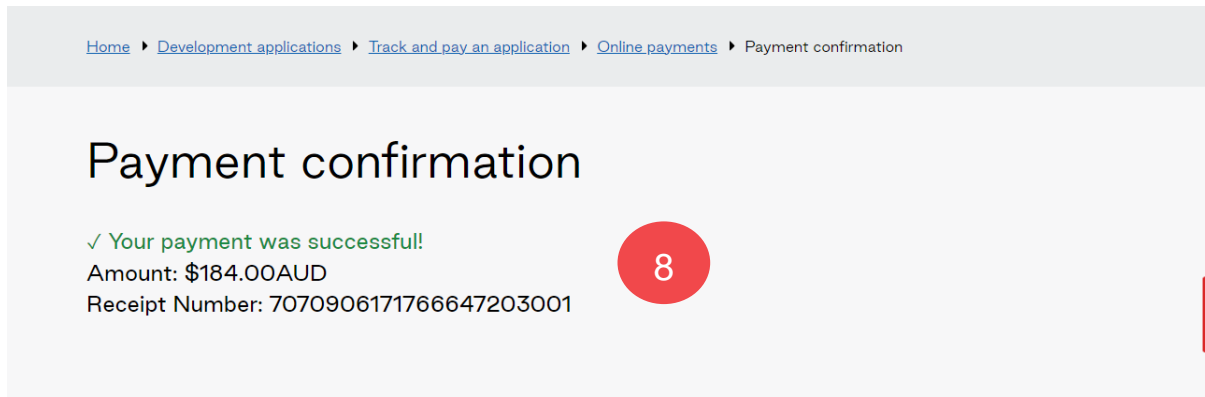
CVN \*  This code is a three or four digit number printed on the back or front of credit cards.

**Your Order**

Total amount

AUD 184.00

8. A **Payment confirmation** displays confirming the payment was successful. If the payment was not successful; a **Declined** screen will appear.



9. Click on the **Google Chrome Customise** icon to show and select the **Print** option.

