

Online Payment Instructions for



THE CITY OF
WATERTOWN
Engineering &

Building, Safety & Zoning Departments
(920) 262-4060

Payments can be submitted to our office via cash, check made payable to “City of Watertown” or credit card through PSN. See the following information for credit card payment information.

If mailing or hand delivering payment, please be sure to submit a copy of the permit with your payment.

PLEASE NOTE All online payments will be handled through Payment Service Network, Inc. (PSN). PSN applies the following convenience fees to all online and telephone payments:

\$1.00 will be applied to checking and savings payments.

2.75% will be applied to credit card payments.

An additional fee of 50¢ is applied for payments below \$100.

***To make a payment via the internet:**

Visit the Engineering & Building, Safety & Zoning Departments’ Payment Service Network, Inc. page at (<https://www.paymentservicenetwork.com/Login.aspx?acc=RT24795>).

PLEASE NOTE: this link is specific to the City of Watertown Engineering & Building, Safety & Zoning Departments. If you visit www.paymentservicenetwork.com and wish to make a payment for the Engineering or Building, Safety & Zoning Departments, you **MUST** enter RT24795 in the Business ID field of the “Search for Payment Account” page.

***To make a payment over the phone:**


Contact 24-hour automated phone payments 1-877-885-7968


For internet payments (<https://www.paymentservicenetwork.com/Login.aspx?acc=RT24795>):

You will see the page below on your screen. Click the button which applies to you and complete the information. Please note that all fields with a red arrow are required spaces which must be completed:

Questions? Problems?

Should you have any problems or questions utilizing Payment Service Network, Inc. (PSN), be sure to click on their Support link. You will be brought to the following page which has various contact information.

[My Profile](#) [Payment Methods](#) [Pay Bills](#) [Support](#)



Customer Support

Current Profile: Nikki Zimmerman
Current User ID: [nikib@hotmail.com](#)

[Contact Us](#) [FAQs](#) [Messages](#)

- Make a Payment
- View Payment History
- View Payment Methods
- Manage Profiles
- Update Login Information
- View Profile Information
- Support and FAQ
- View Messages

Please review all options to select the correct contact.

To make a phone payment
24-hour automated phone payments
1-877-885-7968 (for payments only)

Need help? Submit a question to Payment Service Network (PSN)
Email for assistance: [Ask a Question](#) Get answers faster:
Review our FAQs for your question

Still need help? Contact us by phone:
Live representatives from 7:00am - 7:00pm (Central), M-F, 8:00am - 5:00pm (Central), Sa-Su
1-866-917-7368 (no payment calls)

Have questions about your bill (amount due, need refund, etc.)
City of Watertown, WI (Inspection & Engineering Dept.) Help Line
Phone920-262-4007