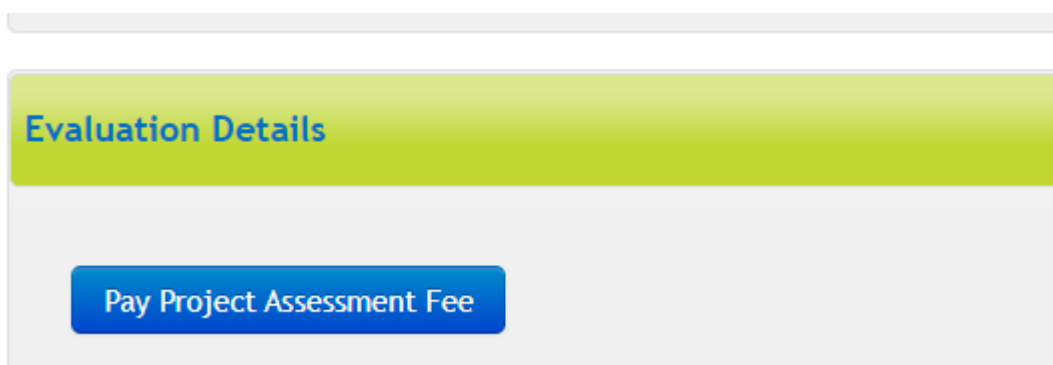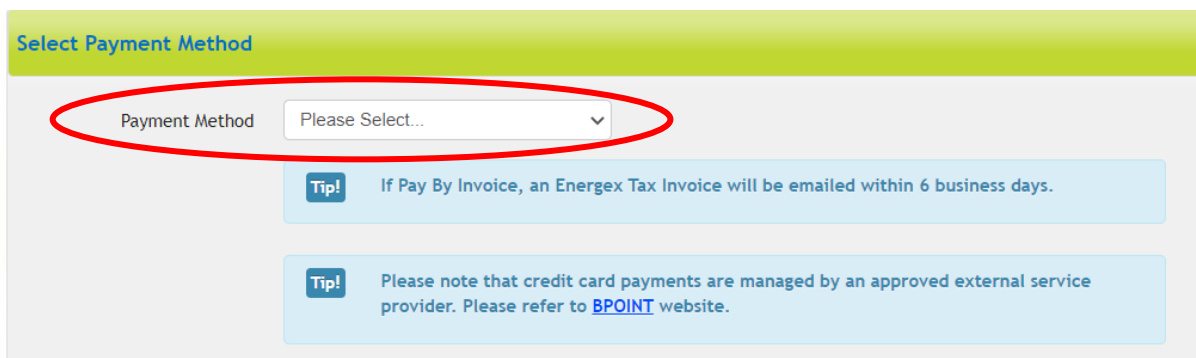# Quick Reference Guide
Energex Payments

The Application will be at the status of **'Under Evaluation',** and the Applicant will have the option to click on the **'Pay Project Assessment Fee'** button to pay the fee.

The applicant will then be taken to the below screen where they can select to Pay by Invoice or Pay by Credit Card in the Payment Method drop down box

If the Applicant chooses to pay by Invoice, they can select who to issue Invoice to, if they select Applicant, it will bring the Applicant details from the application onto the next payment screen, if Customer is selected, the same applies for the Retail customer, their information is populated automatically. If Other is selected – the next page is blank for them to fill in as relevant.

If the Applicant selects to pay by credit card, the next screen, as below will allow them to populate with whoever is paying and the next screen takes them to the credit card area.