

If you already have an account or wish to sign up for an account at the following link then you can pay online. <https://aca.accela.com/ONE/>. This account can also be used to access all licenses & permits with the City of Reno, Sparks and Washoe County.

The screenshot shows the login page of the ONE Regional Licensing & Permits system. At the top, there is a search bar with the text "Search...". Below it is a navigation menu with links for Home, Building, Business Licensing, Enforcement, Engineering, Fire, Health District, Planning, and Public Works. The "Health District" link is highlighted. Underneath the navigation menu is an "Advanced Search" section. The main login area contains two input fields: "User Name or E-mail:" and "Password:". To the right of the password field is a blue "Login >" button. Below the input fields, there is a checkbox for "Remember me on this computer" and two links: "I've forgotten my password" and "New Users: Register an Account". At the bottom of the page, there is a welcome message: "Welcome to the ONE Regional Licensing & Permits online system."

Once logged:

Click on Health District:

The screenshot shows the dashboard of the ONE Regional Licensing & Permits system after logging in. The top banner features the ONE logo and logos for Reno, Sparks, and Washoe County Health District. Below the banner, there is a navigation menu with links for Home, Building, Business Licensing, Enforcement, Engineering, Fire, Health District, Planning, and Public Works. The "Health District" link is circled in red, and a red arrow points to it. Below the navigation menu, there is a search bar with the text "AAIR16-XXXX". The main content area includes a "Dashboard" link, "My Records", "My Account", and "Advanced Search". There is also a "Cart (1)" section with the message "Your cart is empty." and a "Welcome Genine Rosa" message. At the bottom, there is a section titled "What would you like to do today?" with the instruction "To get started, select one of the services listed below:".

Scroll down to the General Search section, you have several options here for searching. Under **Agency** scroll to **Washoe**

Use 'Search Additional Criteria' to further expand }

The screenshot shows the "General Search" section of the ONE Regional Licensing & Permits system. The section is titled "General Search" in a blue box. Below the title, there is a dropdown menu for "Agency" with the following options: --Select--, ONE, RENO, SPARKS, and WASHOE. The "WASHOE" option is highlighted in blue, and a red arrow points to it. Below the "Agency" dropdown, there is a "Record/Permit Type:" dropdown menu with the text "--Select--" and a question mark icon. Below the "Record/Permit Type:" dropdown, there is a "Business/Application Name:" input field.

You can then search by your Permit #: AAIR1X-XXXX (for Stationary Source Permits) or ASBX-XXXX (for Acknowledgement of Asbestos Assessment), the online program will refer to it as a "Record #". You can also search by address or business name.

This will bring up the details regarding the "Record #", click on Payments then Fees

Home Building Business Licensing Enforcement Engineering Fire

Create an Application by Agency Search Applications

Record ASB18-1373:

Asbestos

Record Status: Applied

Record Info Payments Fees

Record Details

Applicant: Project Description:

It will then show any Paid and Outstanding Fees, to the right of the Outstanding Fees you will see a live link to "Pay Fees", click on it.

Record ASB18-1373:

Asbestos

Record Status: Applied

Record Info Payments

Fees

Outstanding:

Date	Invoice Number	Amount
01/10/2018	416065	\$117.00

Total outstanding fees: \$117.00

Pay Fees

Scroll to the bottom of the page to click on "Check Out" you may have to do this on a second page.

[Home](#) [Building](#) [Business Licensing](#)

[Create an Application by Agency](#) [Search](#)

Listed below are preliminary fees based upon items added or repaired. Enter quantities where applicable.

Application Fees

Fees

Asbestos Assessment Review

TOTAL FEES: \$117.00

Note: This does not include additional inspection fees.

[Check Out »](#)

Cart

1 Select item to pay

2 Payment information

Step 1: Select item to pay

Click on the arrow in front of a row to display additional information. Items can be saved for later link.

PAY NOW

3345 KIETZKE LN RENO NV 89502

1 Application(s) | \$117.00

▶ Asbestos
ASB18-1373

Total due: \$117.00

 WASHOE

Total amount to be paid: \$117.00

Note: This does not include additional inspection fees which may be assessed later.

[Checkout »](#)

[Edit Cart »](#)

[Continue Shopping »](#)

Follow the prompts to complete payment for your credit card info.

1 Select item to pay

2 Payment information

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

Use the dropdown menu to change the payment type.

If you receive an error, or your payment does not go through on the first try, DO NOT try a second time. They will verify/complete your payment. Failure to do so may result in multiple payments.

Reno: 775-334-2063 (Permits) / 775-334-2090 (Licensing)
Sparks: 775-353-5555
Washoe County: 775-328-3600
Health District: 775-784-7200 (AQM) / 775-328-2434 (EHS)

Payment Options

Amount to be charged: \$117.00

Pay with Credit Card

Credit Card Information:

*Card Type: *Card Number: *Security Code:
*Exp. Date: /

Credit Card Holder Information:

Auto-fill with
*First: *Middle: *Last:
Country:
*Street Address:
Street Address 2:
*City: *State: *Zip:
*Phone:
E-mail:

Submit Payment »

Once the transaction is complete you should then be e-mailed a receipt. If you do not receive a receipt please contact AQMD.