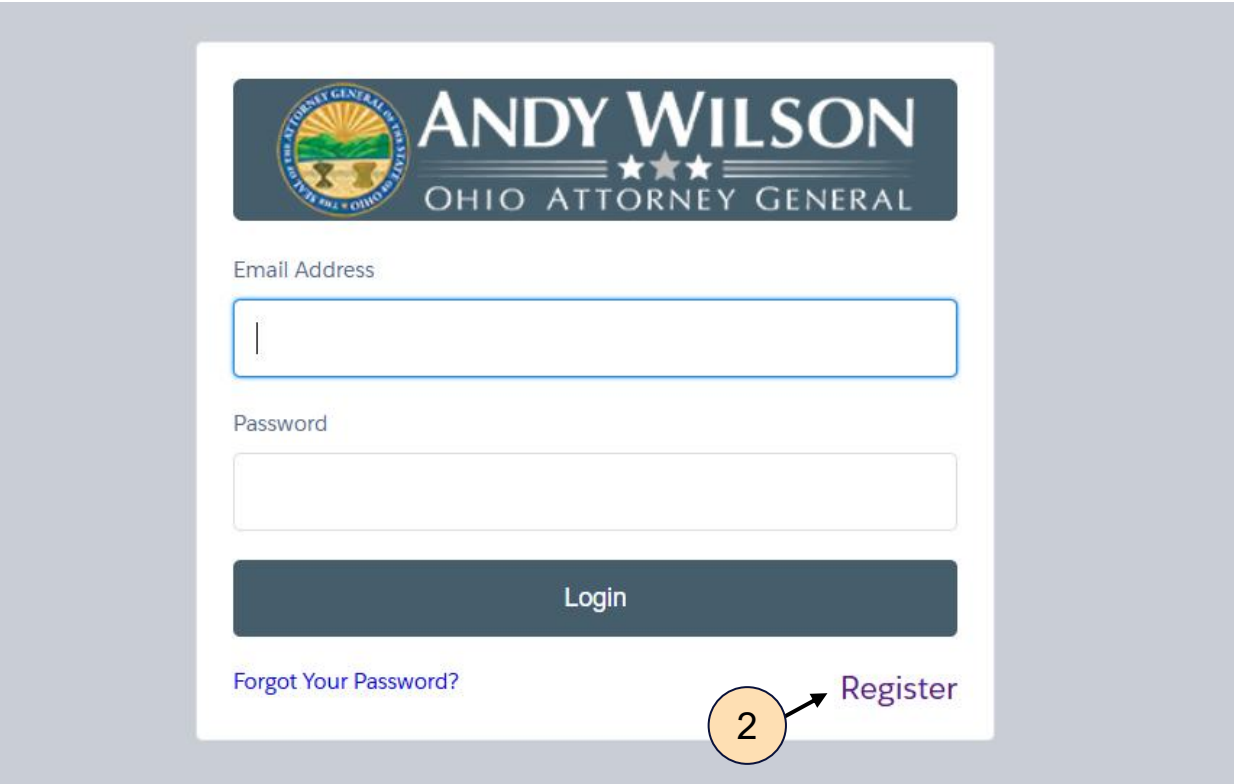
Using the Payment Portal

Registration

1. Navigate to the Pay Portal site:

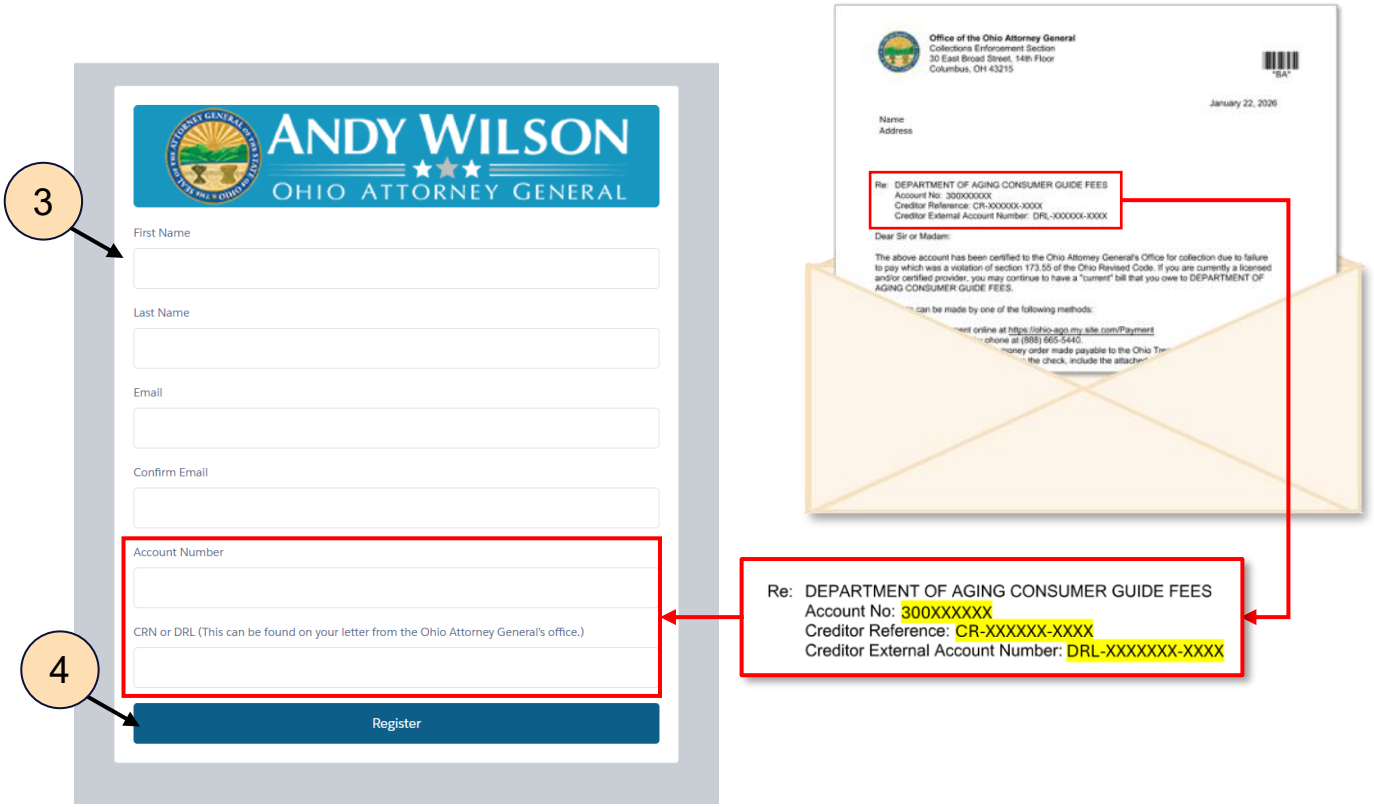
2. If this is the **first time** accessing the Pay Portal, click **Register**.

   If you have already registered, skip to the next section: **Making Payments**

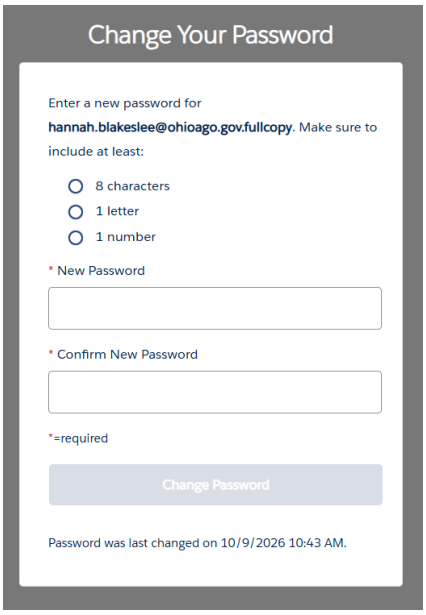


3. **Fill in the blank fields** with your information.
   The numbers at the end of the form can be found on the letter you received from the Attorney General's Office.

4. Click **Register**



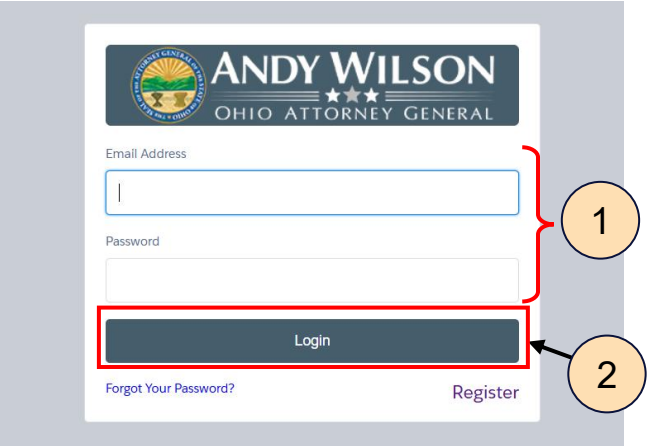
5. Set you password and click **Change Password**.



Making Payments

1. From the login page (https://ohio-ago.my.site.com/Payment/DebtLogin), Enter your **email** and **password**.

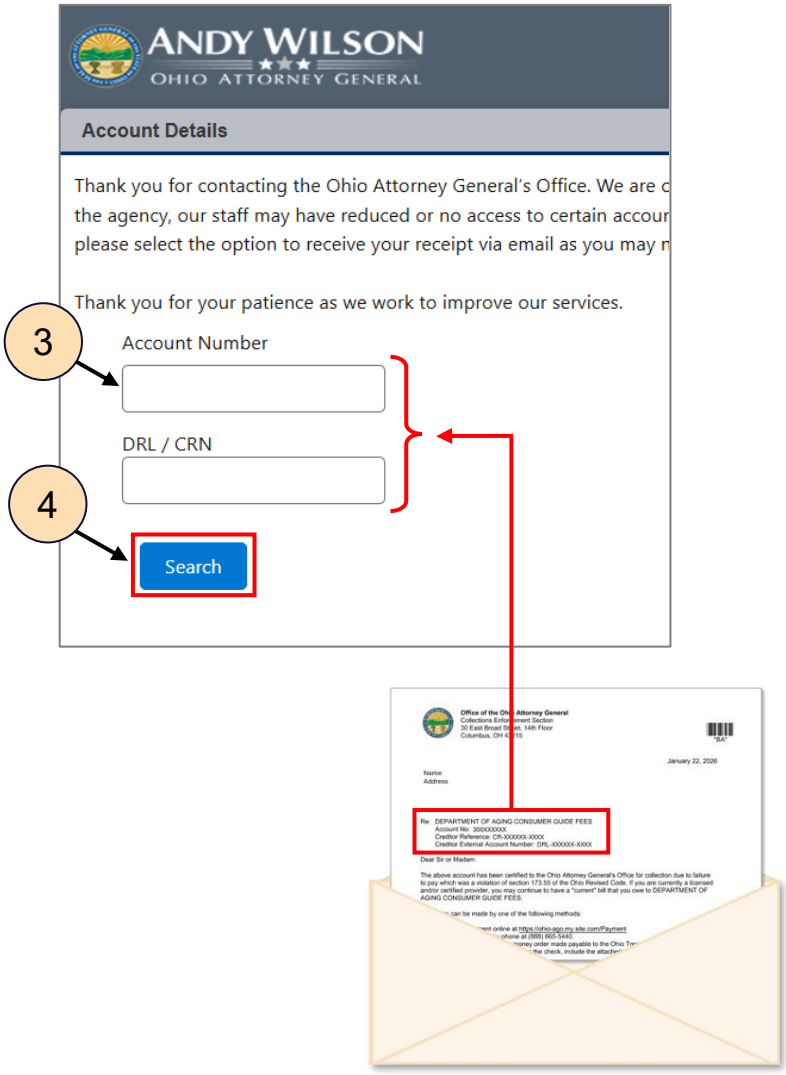
2. Click **Login.**



3. Enter your **account number**, and **DRL or CRN number**.

   These numbers are found at the top of any letter you receive from the Attorney General's office.

4. Click **Search.**



This page list any accounts you have with the Attorney General's Office. You can choose to pay all or some of your debt.

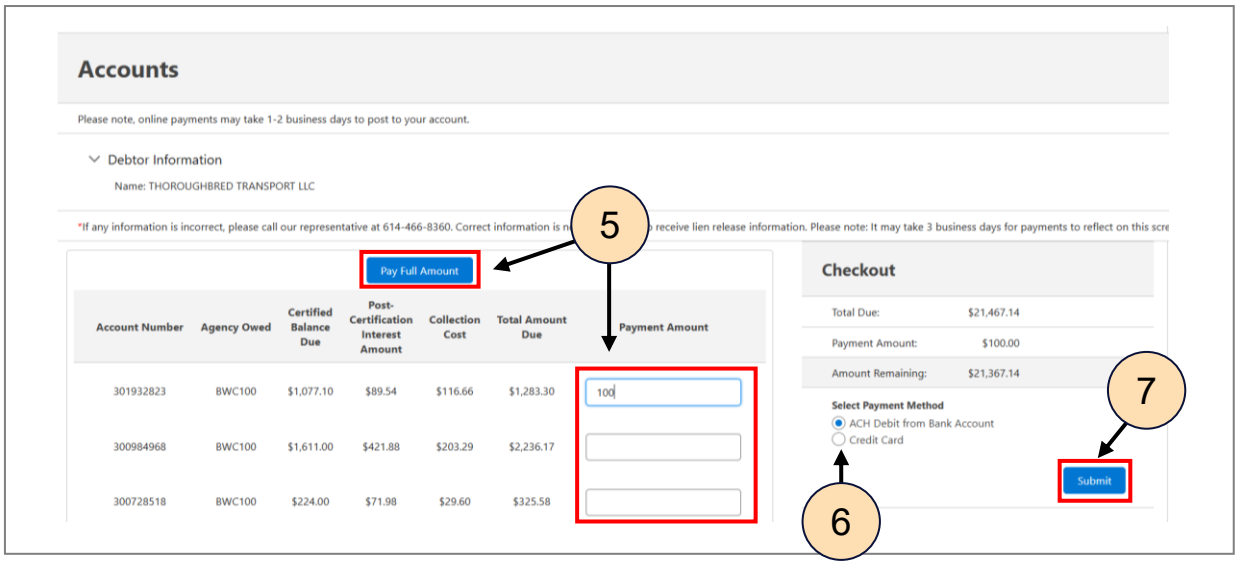
5. **Pay Full Amount -** To pay off the full amount, click **Pay Full Amount**. This fills in the Payment Amount column automatically.

OR

Pay Partial Amount - To pay a partial amount, find the row of the account you want to pay toward and complete the **Payment Amount field**. Repeat for any other accounts to which your payment should apply..

6. Click to **select your payment method**.

7. Click **Submit**

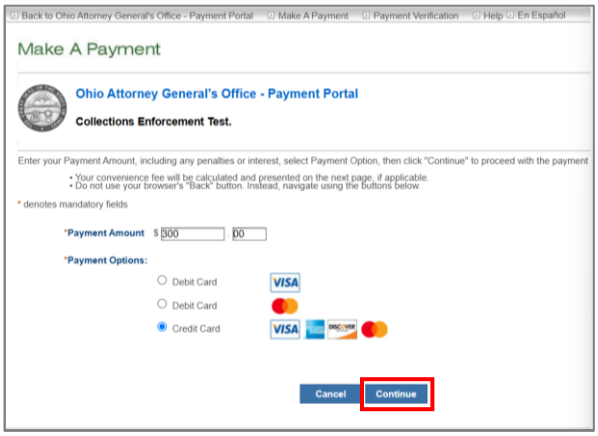


The next several screens walk you through entering your payment information.

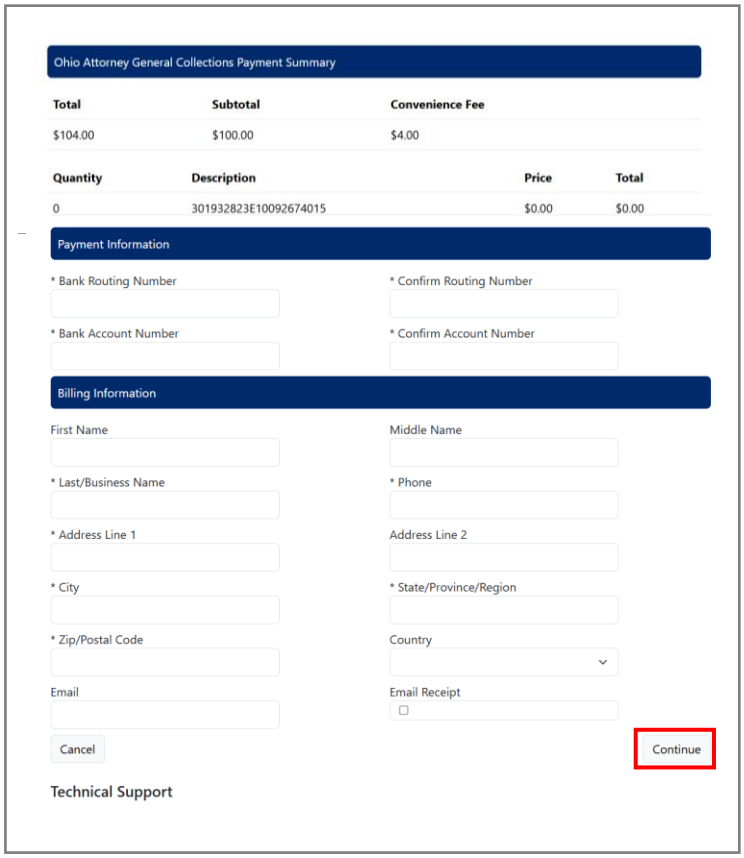
8. Enter your payment and billing information.

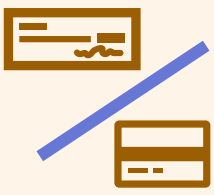
9. Click **Continue**.

Card Option Screen



eCheck/ACH Option Screen



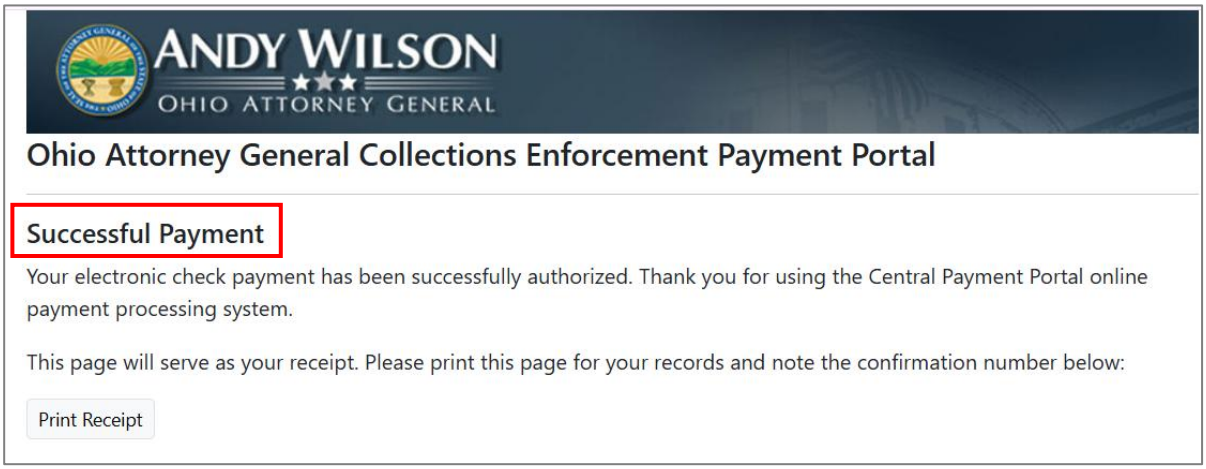


From this point, each payment method has a different set of steps.

Follow the prompts on your screen for confirming and submitting your payment.

Look for one of these screens to confirm your payment submitted successfully:

For eCheck/ACH payments:



For card payments:

