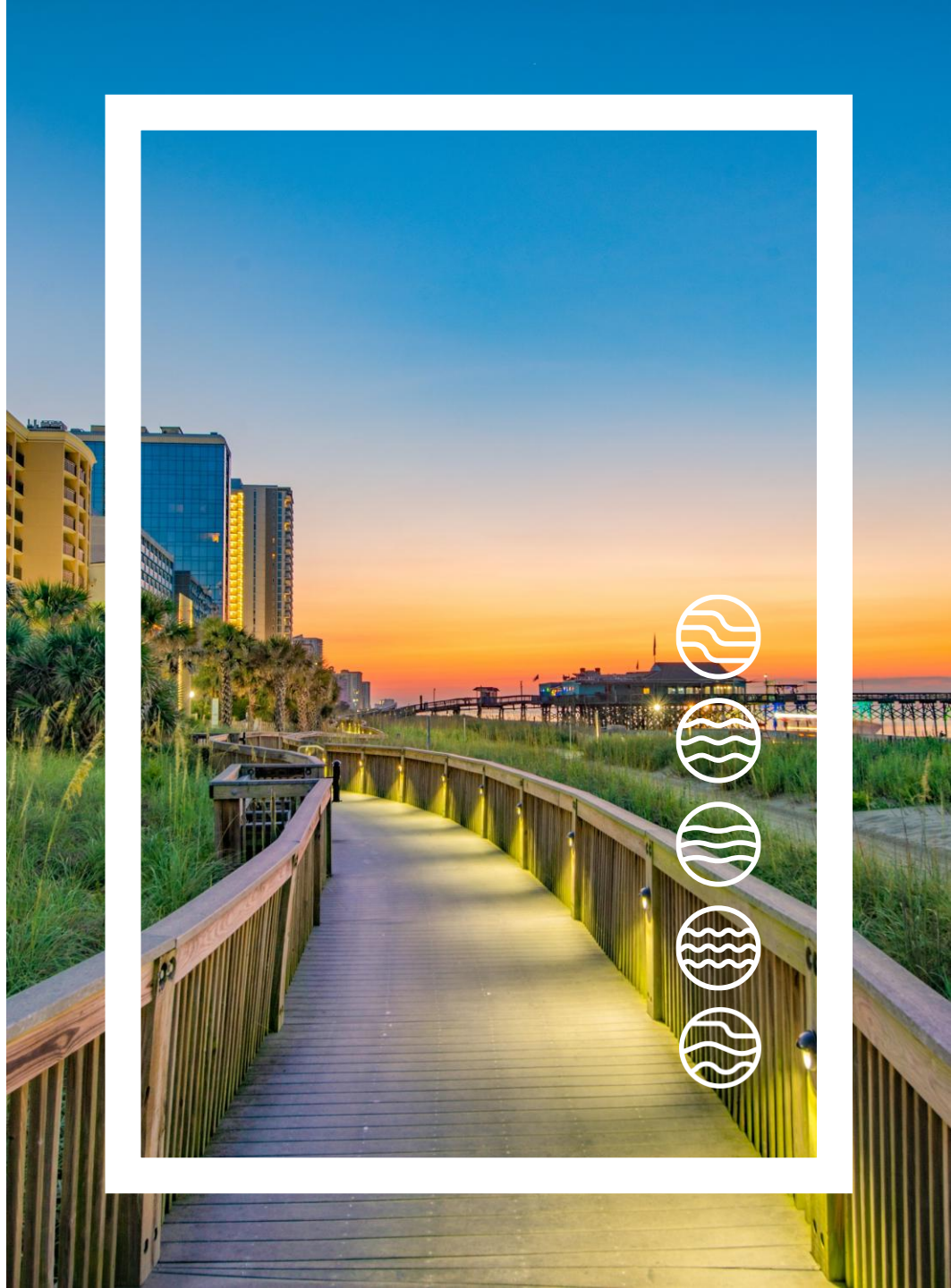
SC DEPARTMENT *of*
ENVIRONMENTAL
SERVICES

Air Quality Annual Emission Fees Invoices

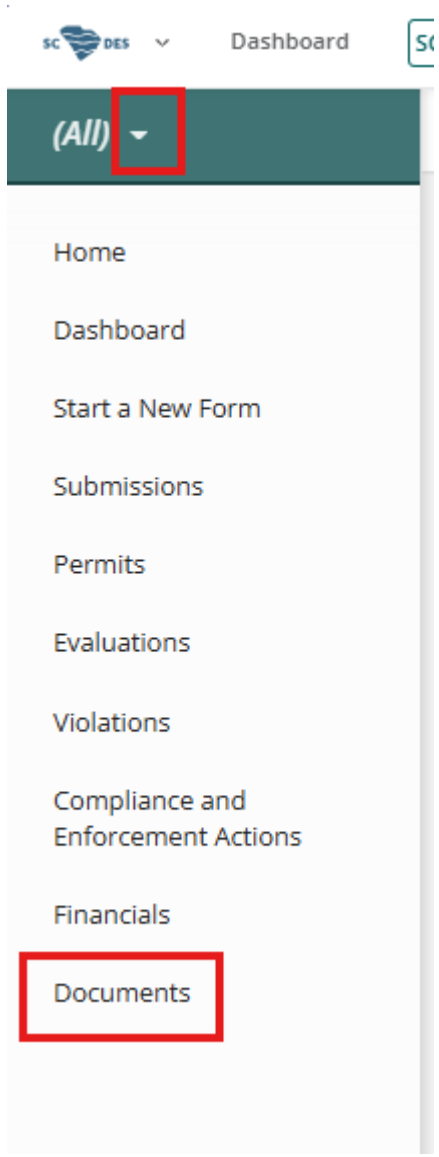
October 27, 2026



Finding Your Invoice(s)

From your dashboard using the drop-down arrow:

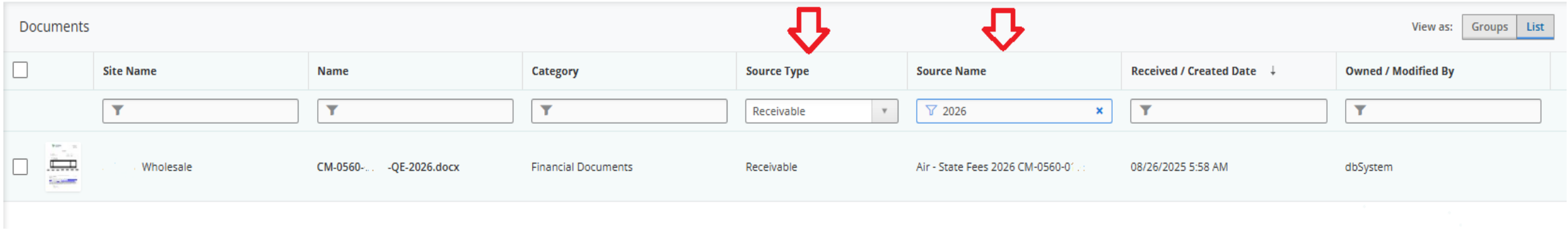
- Select one site from your list, or
- If you have multiple sites, select “All”.
- Then click on Documents.



Filtering Documents

On the Documents Screen, use one or more of the columns at the top to filter.

- Click the “Source Type” drop-down and select “Receivable”.
- Click “Source Name” and add the Fiscal Year annual fee was billed.
- Click “Received/Created Date” if you know the date the invoice(s) were added and enter that date.

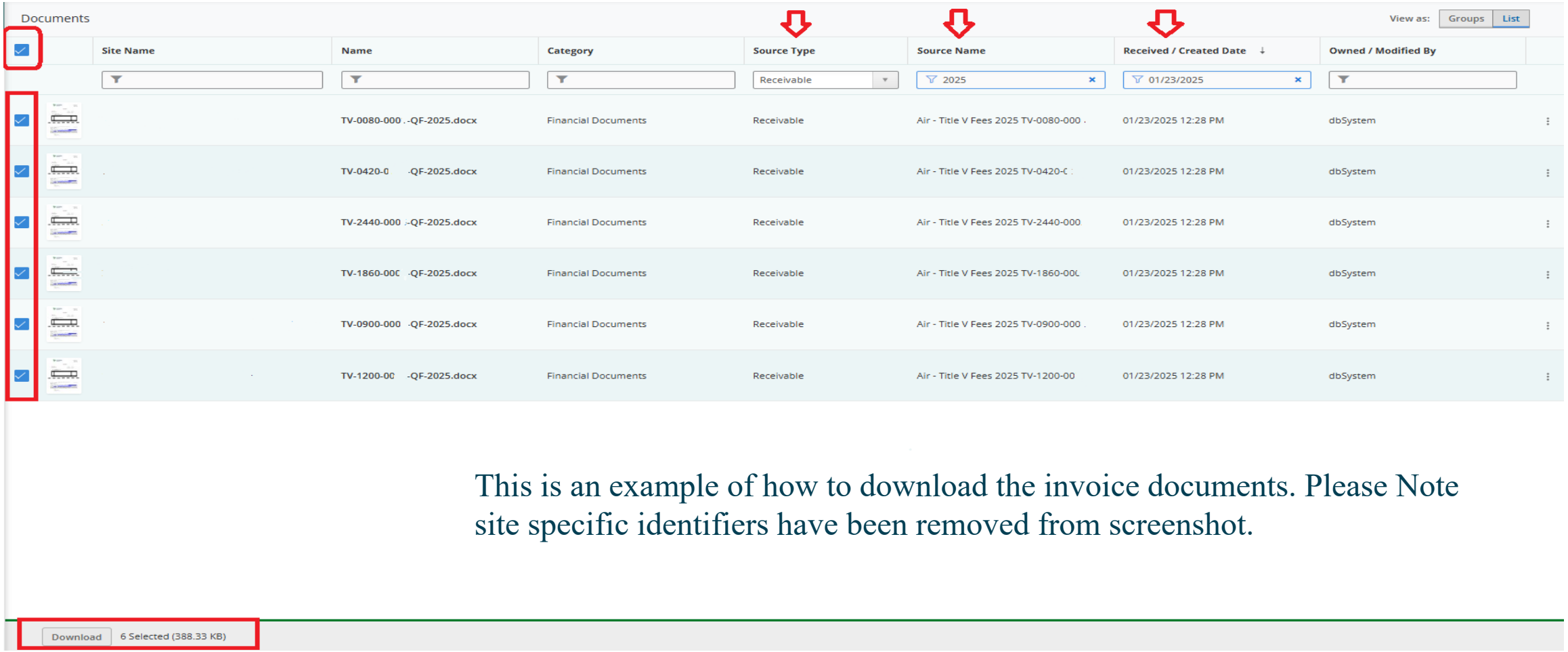


Downloading Invoice(s)

Once you have filtered down to the documents you wish to download (see next side for reference):

- You can either select all documents by clicking on the box at the top, or
- You can individually select documents you wish to download by checking the box next to the file.
- Once all the files you wish to download are selected, click download at the bottom of the screen.

Options for Downloading Invoice(s)



This is an example of how to download the invoice documents. Please Note site specific identifiers have been removed from screenshot.

Invoice Details

If paying on the website, you will need your **Invoice Number** and the **Invoice Amount** as shown on the invoice.

If you wish to pay by mailing a check, instructions are located on the invoice.

All checks should be mailed to:

Bureau of Finance
PO Box 100103
Columbia SC 29202-3103

When mailing a check, please include a copy of the invoice or, at a minimum, include the invoice number on the check.



SC DEPARTMENT of ENVIRONMENTAL SERVICES

SCDES – Bureau of Finance
2600 Bull Street
Columbia SC 29201
Tax ID# 57-6000286

Air Annual Invoice

ATTN: Billing Contact
JOHN SMITH
100 CANDY LANE
TRENTON SC 29847

Facility:
New Company
100 CANDY LANE
Trenton, SC 29847

Payment is due upon receipt and will be past due 30 days from invoice date.

Invoice Date:	July 21, 2026
Late Fee Added On:	September 19, 2026
Permit Number:	GP-5000000
Invoice Number:	QE63043-4
Fee Description:	Air - State Fees 2027 GP-5000000
Invoice Amount:	**$130.76**

To pay by check, make your check payable to SCDES. Please return copy of the invoice with your payment to SCDES, Bureau of Finance, PO Box 100103, Columbia SC 29202-3103.

To pay online, you can access SC.gov Payment Portal in one of two ways. Payment fees will apply.

1. ePermitting authorized users can access through ePermitting (https://epermitting.des.sc.gov). All unpaid invoices are shown on the user's Dashboard. Instructions can be found at https://des.sc.gov/permits-regulations/permit-central/epermitting.
2. Go to https://DES.SC.gov, and then click on **Pay an Invoice** located at the bottom of the webpage. Follow the prompts through each screen.

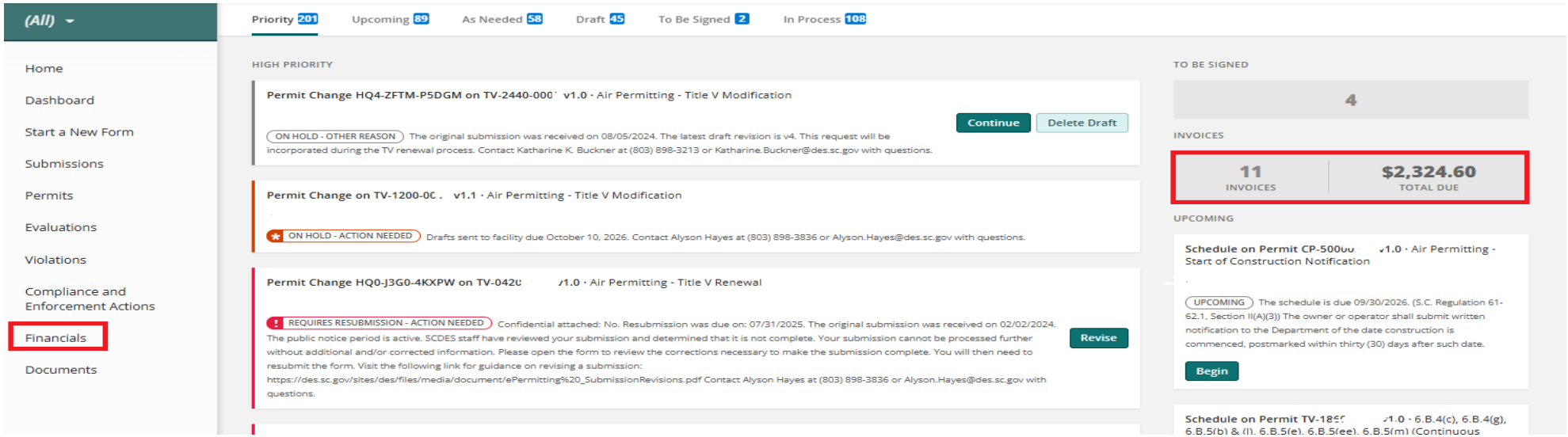
If you have any questions or for other payment options, contact Chad Wilbanks at (803) 898-4106 or Chad.Wilbanks@des.sc.gov.

info@des.sc.gov | des.sc.gov | 803.898.3432

Paying in ePermitting

How to Pay Through ePermitting

From your Dashboard, click on “INVOICES” on the upper right-hand side of your screen, or you can click “Financials” in the left-hand column. If you wish to only look at one site, you can select an individual site using the drop-down arrow in the upper left-hand corner.

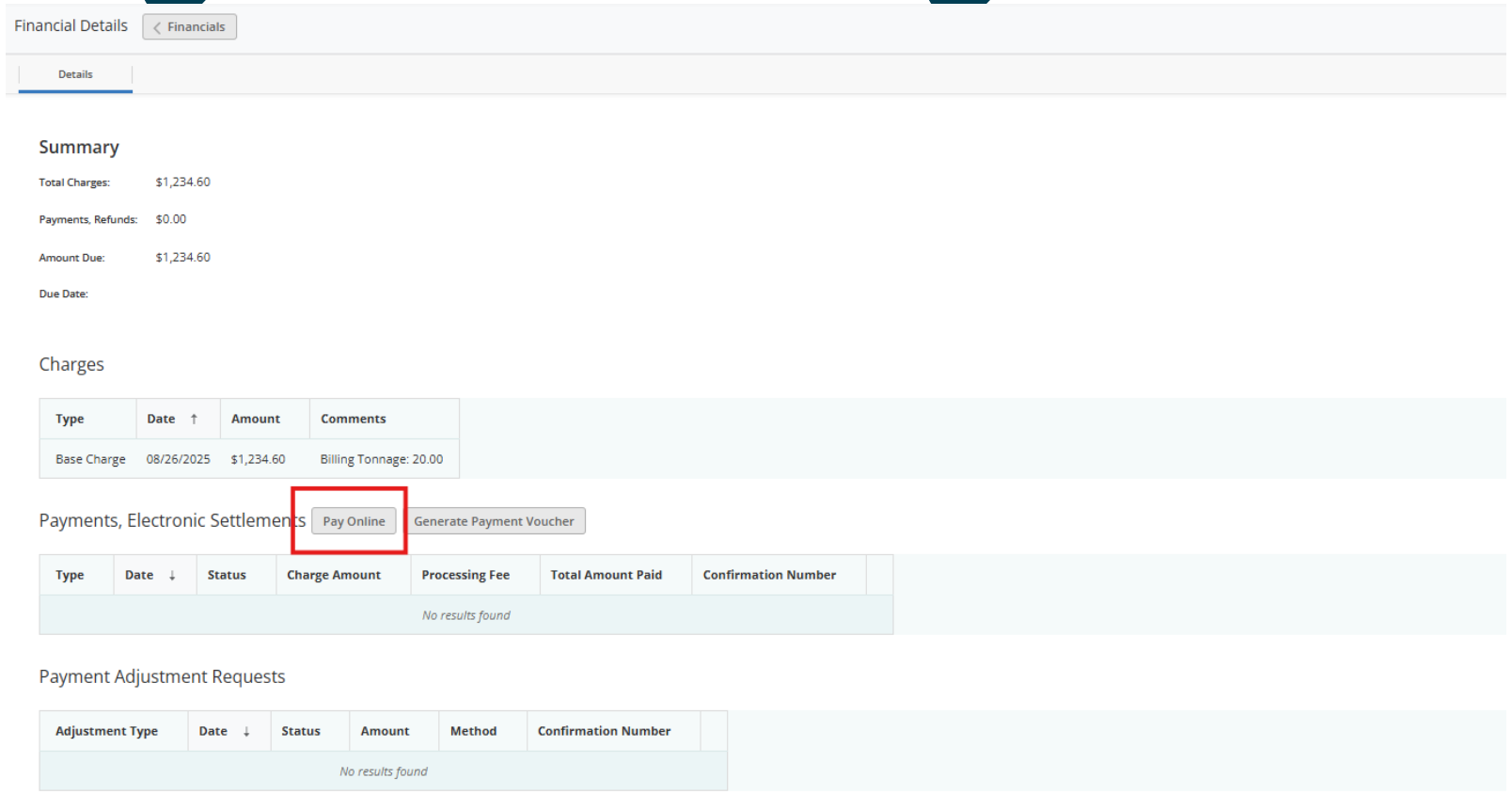


Paying Through ePermitting

From the Financials Search Screen, select the invoice you wish to pay.

You will then be taken to the Financial Details Screen seen here.

Click “Pay Online.”

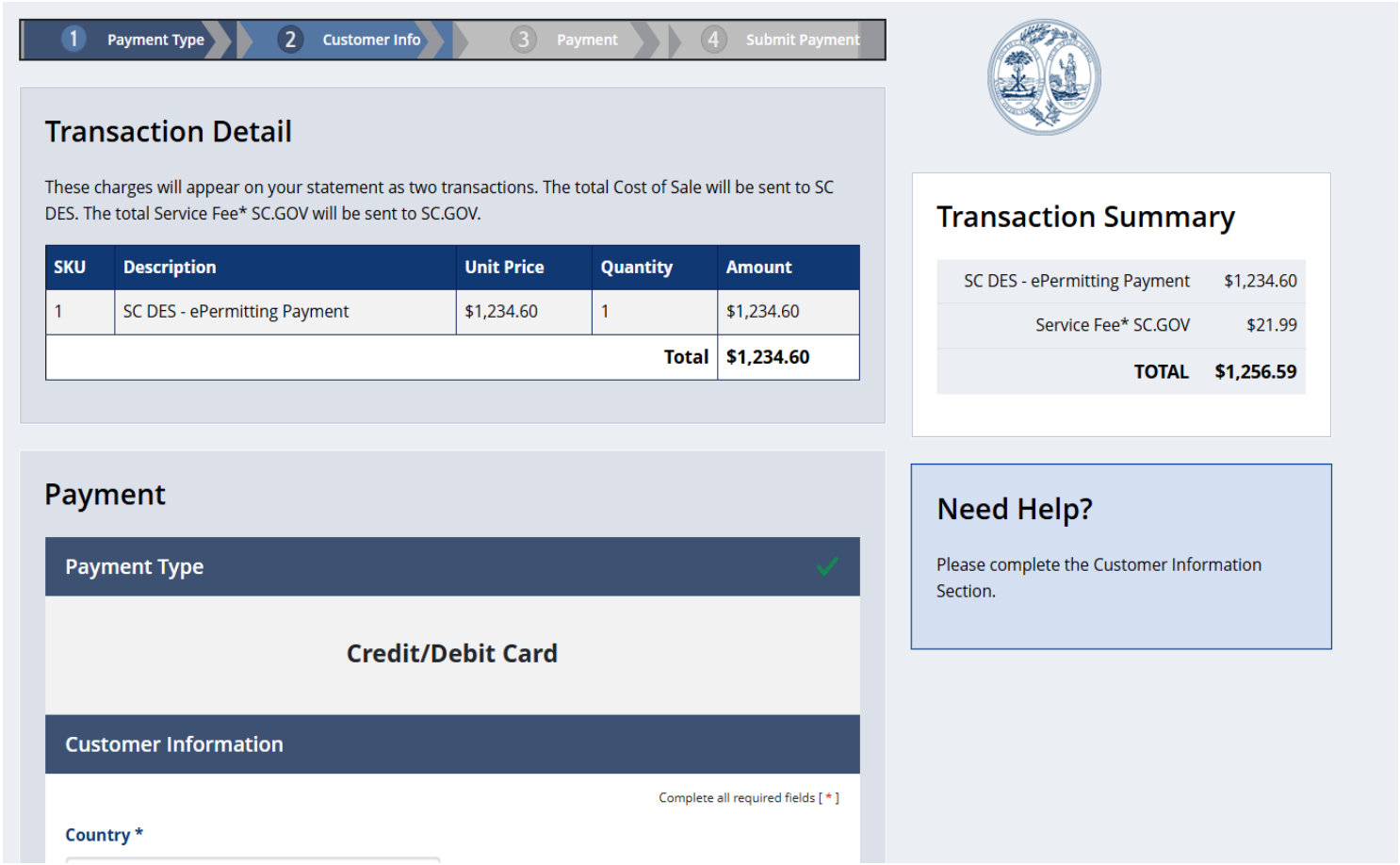


Paying Through ePermitting Continued

You will then be directed to SC.GOV website.

Complete all required fields as indicated.

You will get a Payment Receipt Confirmation at the end that you can print for your records.



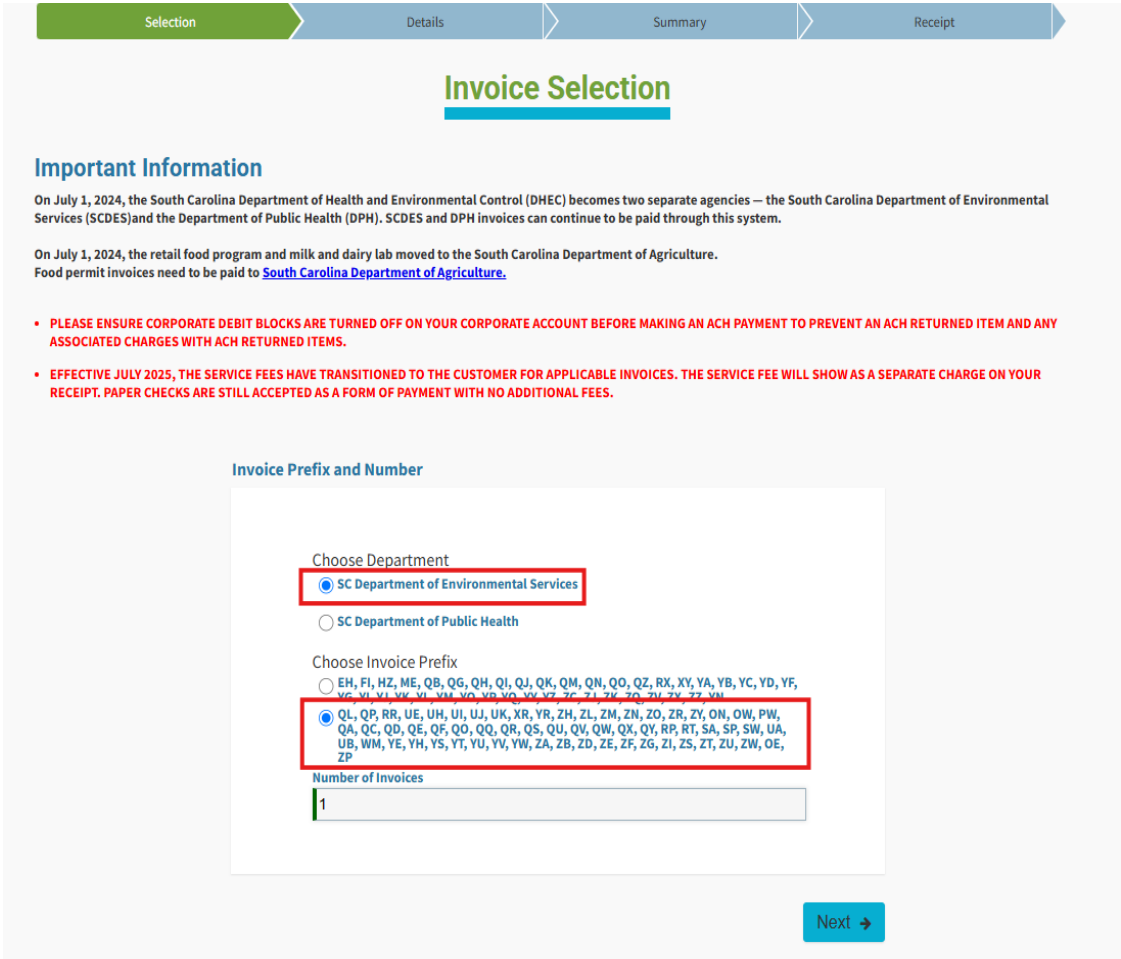
Paying Directly on SC.GOV

Paying Through SC.Gov

Go to SCDES website (https://des.sc.gov) and at the bottom of the page click “Pay an Invoice”.

You will need your invoice(s). More specifically you will need your **Invoice Number**, which will start with either QE or QF (QE12345-6). You will also need the invoice amount.

Follow prompts from there and complete all required fields.



Additional Payment Options

Other Payment Options

- If you wish to pay by ACH (Automated Clearinghouse), contact the Emissions Inventory section at 803-898-4106. They will direct you in setting up ACH payments.
- Likewise, reach out to the Emissions Inventory section if you are a government agency and would like to pay by IDT (Interdepartmental Transfer).
- If you wish to pay over the phone using a credit card, please call 803-898-3259.

SC DEPARTMENT *of* ENVIRONMENTAL SERVICES

Get in touch

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Chad.Wilbanks@des.sc.gov

803-898-4106

Alyson Hayes // ePermitting Senior Consultant

baq_epermitting@des.sc.gov

803-898-3836