Online Payment Instructions

Please note: This service is only compatible with Internet Explorer and may not function properly with other browsers or mobile devices, such as cell phones and tablets.

1. If you are a new user, please register. If you are an existing user, you may skip ahead to step 6.

2. Click on ‘Register here’ underneath the login box.

3. Fill out all required information and click on the ‘Proceed’ button. Please remember you Login information and be sure to keep it secure.

4. Read the Privacy Statement and click on the ‘Proceed’ button at the bottom.

5. Read the Terms and Conditions and click on the ‘I agree’ button at the bottom.
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6. Go to www.velocityhall.com

7. In the drop-down menu, select Florida and Hillsborough County. Click Go

8. Click the title Check/Research permits
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9. Go to ‘Look up Licenses/Permits/Projects:’ and click ‘By Permit Number’

10. Enter the permit number for building permits, PCR number for site & subdivision or application number for zoning, then click search. This number should have been provided to you in the email notifying you that payment is due. For zoning applications, use your application number without the prefix letters.
11. View the balance and go to Online payment.

12. Click on process permit, enter your credit card and other required information, then click submit.

13. Please notify staff that you have made your payment by reply to your payment due email. **You must include your receipt.** You may also use the addresses below:
   Building Permits - PERMITPROCESSING@HILLSBOROUGHCOUNTY.ORG
   Site and Subdivision - SITEPLANADMINTASKS@HILLSBOROUGHCOUNTY.ORG
   Zoning - ZONINGINTAKE-DSD@HILLSBOROUGHCOUNTY.ORG

   If you require assistance at any point in this process, please call (813)272-5600.