

PennDOT e-Notification

Bureau of Solutions Management
Highway Applications Division



General

No. 018
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Engineering Software Fee Payments

Due to the tremendous success of our credit card payment option and our staff's ongoing teleworking, we are discontinuing mail-in software orders and payment by check. All payments will now be made by credit card using the [Pay PennDOT](#) website.

Please follow the steps below when submitting any New License Request or Update Request:

- E-mail the appropriate form(s), [Order Form](#) and/or [Update Form](#), to PenndotBisEngineer@pa.gov.
- The fees will be verified, and an invoice will be e-mailed to the Contact Person listed on the form with payment instructions and a link to the [Pay PennDOT](#) website.
- Go to the [Pay PennDOT](#) website to submit the credit card payment. Enter the invoice number provided in the **Invoice/Reference/SAP Number** field and click on the Search button. Click **Continue**. Enter credit card information and submit payment. A Transaction Receipt will be provided by e-mail.

- For the quickest turnaround, forward the Transaction Receipt to PenndotBisEngineer@pa.gov. Otherwise, there may be a delay until we are notified that the payment has been posted.
- The download instructions will be sent to the Contact Person listed on the Order/Update form.

Please direct any questions concerning the above to:

Robert F. Yashinsky, P.E.

PA Office of Administration | Infrastructure and Economic Development

Bureau of Solutions Management | Highway Applications Division

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