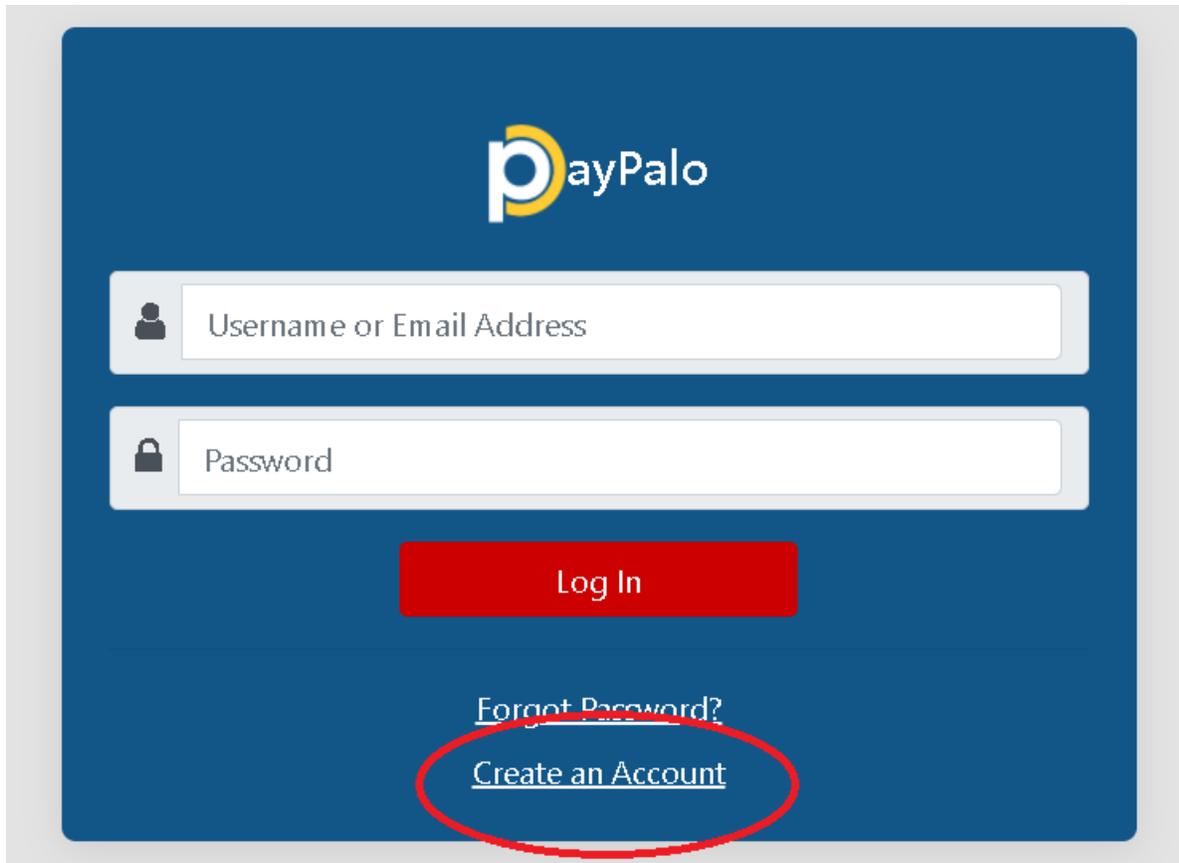


## STEPS ON HOW TO PAY ONLINE on PALO LGU

Go to <https://www.palo.gov.ph/paypalo>

1. Create an Account, if you already have one, please proceed to Login.



The image shows the PayPal login interface. At the top center is the PayPal logo. Below it are two input fields: the first is labeled 'Username or Email Address' and the second is labeled 'Password'. A red 'Log In' button is positioned below the password field. At the bottom of the form, there are two links: 'Forgot Password?' and 'Create an Account'. The 'Create an Account' link is circled in red.

1.1 Fill in the form and Click Submit, once done proceed to Login.

## Registration Form

First Name

Last Name

Middle Name

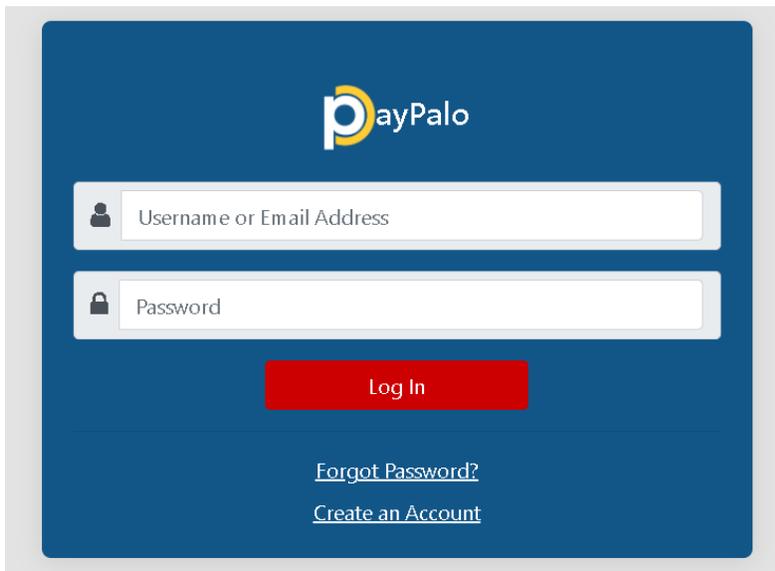
Password

Confirm Password

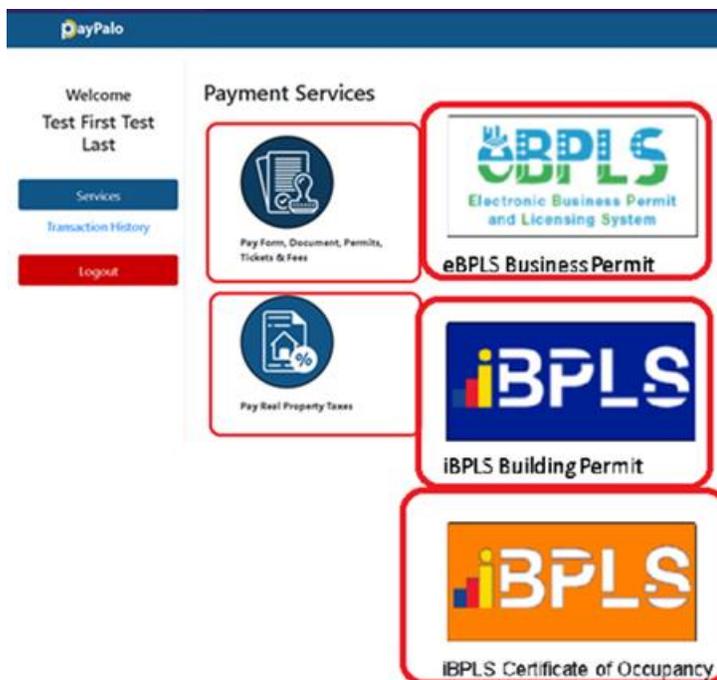
Email Address

[Submit](#)

2. Go to <https://www.palo.gov.ph/paypalo/login.php> , Fill in your credentials and Click Login



3. Click for Fees / Real Property /eBPLS Business Permit / iBPLS Building Permit or iBPLS Occupancy Certificate



4. For Form Fees, Select the desired payment items and Click next  
You may also search and select OTHERS and enter specific amount you need to pay.

1  
Collections

Collection Type :  
100-GF - (GENERAL FUND)   
100-GF - (GENERAL FUND)   
300-TF - (TRUST FUND)

Search :  
SEARCH FOR ITEMS..

<input type="checkbox"/>	APPLICATION FORM	20.00
<input type="checkbox"/>	FILING FEE	30.00
<input type="checkbox"/>	MARRIAGE LICENSE	50.00
<input type="checkbox"/>	MARRIAGE SOLEMN FEE	100.00

[Next](#)

5. Click Pay Now (You may add some remarks/details/specifics)

2  
Payment Summary

**Total Summary**

Total Amount : **₱ 80.00**

₱ 50.00 minimum total amount

[Pay Now](#)

6. Select Desired Payment Method and follow the appropriate Instructions thereafter, Do not forget to print the receipt

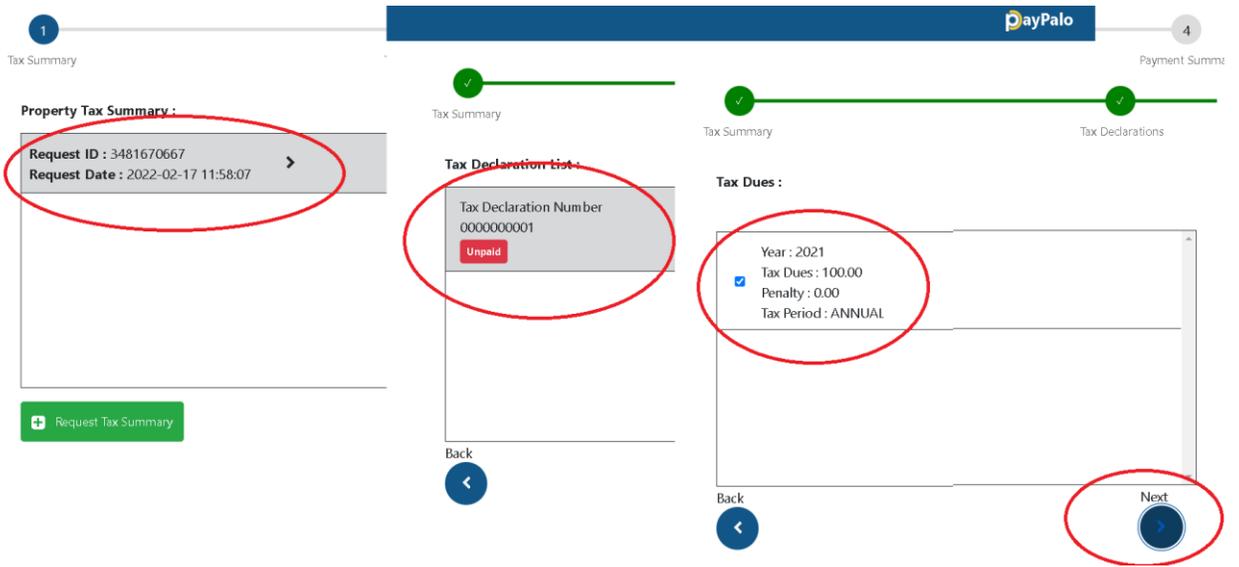
The screenshot displays the Bux payment interface. On the left, a 'Choose Payment Method' section offers three options: 'Over-the-counter', 'Web Banking', and 'Credit / Debit Cards'. Below these, the 'E-Wallets' section is highlighted, featuring 'GCash' (selected with a green checkmark) and 'GrabPay'. On the right, a transaction summary is shown under the Bux logo and 'TEST MODE' indicator. The summary includes a 'Description' of 'Collections', a 'Date' of 'Feb 24 2022, 01:36 PM', a 'Sub Total' of '₱80.00', and a 'Transaction Fee' of '₱11.84', resulting in a 'Total' of '₱91.84'. A 'Pay Now' button is located at the bottom right. A disclaimer at the bottom states: 'By clicking you agree to our Terms & Conditions and Privacy Policy, entailing that Bux is not responsible for nor does it ensure the delivery, performance or fulfillment of the goods or service that you are paying for. Bux only ensures that your payment is processed seamlessly and safely.'

## For Real Property Tax

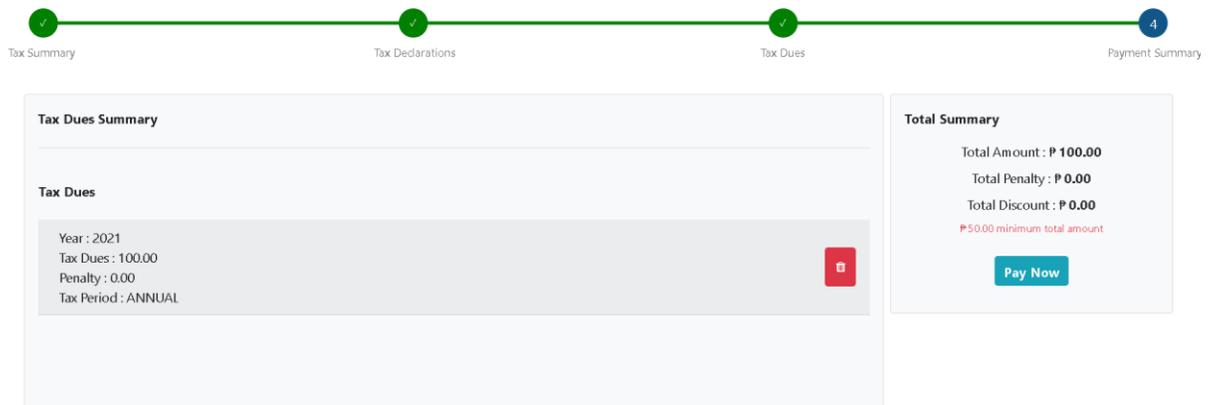
1. Click Request Tax Summary >> Add Tax Summary
2. Enter the Tax Declaration Number and other details and Click Add
3. Click Submit, wait for 1-3 working days for response of amount of tax to pay.

The screenshot shows the PayPal Tax Declaration interface. A 'Tax Declaration' modal is open over a 'Property Tax Summary' page. The modal contains a 'Tax Declaration Number' field, a 'Location (Optional)' field, and 'Cancel' and 'Add' buttons. The 'Add' button is highlighted with a red circle. Below the modal, the 'Request Tax Summary' button on the main page is also circled in red. At the bottom of the modal, the 'Submit' button is circled in red. A 'Back To Home' button is visible at the very bottom of the screen.

4. Once LGU has responded  
Click the Request, the tax declaration number , check the amount due and click next



5. Click Pay Now and Select Desired Payment Method and follow the appropriate Instructions thereafter, Do not forget to print the receipt



## For eBPLS, iBPLS and Occupancy Certificate

You can also SELECT and PAY here the following from the Main Menu / Home Page.



After clicking one of the menu above, a pop up box will appear.

A screenshot of a payment pop-up box. The box has a dark blue header with a close button (X) in the top right corner. Below the header, there is a section labeled 'Amount' with a text input field containing the placeholder text 'Enter here the amount you need to pay'. Below the input field, there is a red error message: '₱50.00 minimum total amount'. Below the error message, there is a section labeled 'Remarks' with a text area containing the placeholder text 'Enter here the specific details or remarks of your payment ie Building name, number, name, address etc...'. At the bottom of the box, there are two buttons: a red 'Cancel' button and a blue 'Pay Now' button.

Enter the details.

Click Pay Now and Select Desired Payment Method and follow the appropriate Instructions thereafter, Do not forget to print the receipt