

## Instructions to Pay Your Annual Fee as a Guest or With an Account

Use the following link to access the Water Allocation Compliance and Online Permitting (WACOP) application:

<https://programs.iowadnr.gov/wacop/>

Contact [wateruse@dnr.iowa.gov](mailto:wateruse@dnr.iowa.gov) or 515-725-0341 for assistance.

### Option A: Pay as a Guest - No Account Required

Please note that this function allows you to pay the fee(s) associated with one permit per transaction. If you wish to pay for multiple permits in one transaction, please use Option B.

1. Navigate to the [WACOP](#) landing page and click the Pay Annual Fees button.

WACOP - Home Page

Welcome to the Water Allocation Compliance and Online Permitting (WACOP) Application.

This database stores information about Water Use Permits and allows users to manage their permit(s) online.

For information about the Water Use & Allocation Program, visit <https://www.iowadnr.gov/wateruse>.

Pay Annual Fees

2. Enter your permit number into the search box, and click the Search button.

### WACOP - Guest Permit Search

Search

10053

Search

Clear

Search Filters: Permit Number

3. Review the permit information to verify you have selected the correct permit. Select the fee item(s) you wish to pay by checking the box next to each fee line. Click the Proceed to Payment button.

### WACOP - Guest Permit Search

Search

10053

Search

Clear

Search Filters: Permit Number

Permit #: 10053

Business Name/Permit Holder: Kitty Fakepay Kat Transfer Company (Kitty Fakepay)

Section: 03

Township: T78N

Range: R24W

County: Polk

Proceed to Payment

Cancel

<input type="checkbox"/>	Fee Type	Fee	Late Fee	Amount Due
<input checked="" type="checkbox"/>	2020 Annual Fee	95.00	0.00	95.00
<input type="checkbox"/>	2021 Annual Fee	95.00	0.00	95.00
<input type="checkbox"/>	2022 Annual Fee	95.00	0.00	95.00

4. Enter your payment information into the boxes and click the Continue to State of Iowa Payment Portal button

### WACOP - Payment

**Payment Information**

\* First Name  
\_\_\_\_\_  
\* Last Name  
\_\_\_\_\_  
\* Address 1  
\_\_\_\_\_  
Address 2  
\_\_\_\_\_  
\* City  
\_\_\_\_\_  
\* State  
\_\_\_\_\_  
\* Zip  
\_\_\_\_\_  
\* Email  
\_\_\_\_\_  
\* Phone  
\_\_\_\_\_

Amount: **\$95.00**

**Continue to State of Iowa Payment Portal \***

\*\* A 2.5% service fee applies to credit card payments

5. You will now be redirected to the gov2go payment portal. Select the Pay Now button.

**Iowa DNR Water Use Fee**

Whenever you make payment with the State of Iowa please consider using Gov2Go where you can store all receipts in your profile and optionally store your payment methods for future use.

Acceptable Payment Types: **ACH (E-check), American Express, Discover, Master Card, Visa**

Credit Card fee is 2.5%. For this invoice, using Credit Card the fee is \$2.41

**\*Item Total: \$96.50** ^

Description	Unit Price	Qty	Price
Permit #10053 [2022] Annual Fee	\$95.00	1	\$95.00
IOWAccess Service Fee	\$1.50	1	\$1.50

[Cancel](#) **Pay Now** [Add to Cart](#)

6. Select a payment type option. Please note a 2.5% service fee applies to credit card payments.

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IOWAccess Service Fee	\$1.50	1	\$1.50

Pay with a saved payment option

**Sign in/ Create an account**

Or pay one-time with

**ACH/E-Check** **Credit/Debit**

7. Proceed as directed for each payment type. When you have finalized your transaction, you will be redirected to the WACOP landing page and you will receive an email confirmation for the transaction.

## Option B: Login to Your Account & Pay From Your Dashboard

This payment option works best when you wish to pay for multiple permits in one transaction.

**BEFORE YOU BEGIN:** These instructions assume you have already followed the steps to create an A&A Account, log in to WACOP, and link to your water use permit(s). If you have not completed these steps, go back to the Water Allocation and Use Program Page <https://www.iowadnr.gov/Environmental-Protection/Water-Quality/Water-Supply-Engineering/Water-Allocation-Use> and follow the instructions to create an account and link to your permit(s).

1. Log in to [WACOP](#) from the landing page with your A&A username and password.

### WACOP - Home Page

Welcome to the Water Allocation Compliance and Online Permitting (WACOP) Application.

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Pay Annual Fees

Account

Login

Create an Account

Permit/Registration

Search For a Permit

Search For a Registration

Apply for a Water Use Permit or Registration

PDF Download Water Use Permit Application

2. Click the Pay Annual Fees button in the upper right of your dashboard.

### WACOP - Dashboard

Link to an application/permit not shown below

2 Active Permits & Registrations

Pay Annual Fees

Search

Clear Search

Page Size 6

Expand All

Action	Permit Number	Log Number	Business Name/Permit Holder	Permit Type	Submitted Date	Status	Action
<a href="#">View</a> <a href="#">Transfer</a> <a href="#">Modify</a> <a href="#">Terminate</a> <a href="#">Report Water Use</a>	10060	28098	Kitty Fakepay 2Nd Permit (Bug 10135 Fakepay)	Water Use	8/3/2015	Active	<a href="#">Renew</a>
<a href="#">View</a> <a href="#">Transfer</a> <a href="#">Modify</a> <a href="#">Terminate</a> <a href="#">Report Water Use</a>	10053	28047	Kitty Fakepay Kat Transfer Company (Kitty Fakepay)	Water Use	10/8/2018	Active	<a href="#">Renew</a>

3. On the next screen, select the fee item(s) you wish to pay in this transaction. Click the Continue button. You will have the option to pay the fee for all permits that are linked to your dashboard.

Total Results: 6

Search:

Clear Search

Page Size 25

Expand All

<input type="checkbox"/>	Permit Number	Business/Name	Year	Annual Fee Due	Late Fee Due	Total
<input type="checkbox"/>	10053	Kitty Fakepay Kat Transfer Company (Kitty Fakepay)	2020	95.00	0.00	95.00
<input type="checkbox"/>	10053	Kitty Fakepay Kat Transfer Company (Kitty Fakepay)	2021	95.00	0.00	95.00
<input checked="" type="checkbox"/>	10053	Kitty Fakepay Kat Transfer Company (Kitty Fakepay)	2022	95.00	0.00	95.00
<input type="checkbox"/>	10060	Kitty Fakepay 2Nd Permit (Bug 10135 Fakepay)	2020	95.00	0.00	95.00
<input type="checkbox"/>	10060	Kitty Fakepay 2Nd Permit (Bug 10135 Fakepay)	2021	95.00	0.00	95.00
<input checked="" type="checkbox"/>	10060	Kitty Fakepay 2Nd Permit (Bug 10135 Fakepay)	2022	95.00	0.00	95.00

Continue Cancel

4. Enter your payment information into the boxes and click the Continue to State of Iowa Payment Portal button

### WACOP - Payment

**Payment Information**

\* First Name  
\_\_\_\_\_  
\* Last Name  
\_\_\_\_\_  
\* Address 1  
\_\_\_\_\_  
Address 2  
\_\_\_\_\_  
\* City  
\_\_\_\_\_  
\* State  
\_\_\_\_\_  
\* Zip  
\_\_\_\_\_  
\* Email  
\_\_\_\_\_  
\* Phone  
\_\_\_\_\_

Amount: **\$95.00**

**Continue to State of Iowa Payment Portal \***

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[Cancel](#) **Pay Now** [Add to Cart](#)

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