ONLINE PAYMENT PROCESS

VITAL STATISTICS HAS LINKED SERVICES WITH THE POLICE ACADEMY TO RECEIVE CREDIT CARD PAYMENT ONLINE.

THIS PROCESS IS AN EFFORT TO BEST PREVENT THE ONGOING SPREAD OF THE CORONAVIRUS (COVID-19) AND ALLOW YOU TO RECEIVE YOUR BIRTH OR DEATH RECORD.

WEBSITE: BAYTOWN.ORG

1. HOW DO I...
2. LOOK UNDER "PAY"
3. SELECT POLICE ACADEMY

MAKE PAYMENT

1. SELECT MAKE A PAYMENT
2. CLICK - PAY WITHOUT REGISTERING

PAYMENT INFO:

1. ATTENDEE'S NAME = ENTER/WHO RECORD IS FOR
2. ATTENDEE'S AGENCY = ENTER/VITAL STATS
3. COURSE TITLE = ENTER/BIRTH OR DEATH
4. COURSE DATE = ENTER/DATE OF APPLICATION
5. INVOICE NUMBER = ENTER/APPLICANT NAME

NOTE: ENTER DATA INTO FIELDS AS IT PERTAIN TO INFO YOU ARE SUBMITTING

PAYMENT/CARD INFO:

1. ENTER PAYMENT AMOUNT
2. ENTER PAYMENT METHOD
3. CLICK CONTINUE
4. COMPLETE CREDIT CARD INFORMATION

CONFIRMATION:

1. ONCE RECEIVED - SUBMIT TO: VITALSTATS@BAYTOWN.ORG
2. QUESTIONS OR PROBLEMS: (281) 420-6504 ext. 8139

CITY OF BAYTOWN - CITY CLERK'S OFFICE