

# Open burn permit application instructions

## For smart phone users only\*

\*Transaction cannot be completed in “mobile view” on smart phones – you must select “**switch to desktop mode**” when prompted.

(Please review all screen shots below before starting)

These instructions are intended as a supplement to the original desktop / PC directions (link below) and should not be used exclusively.

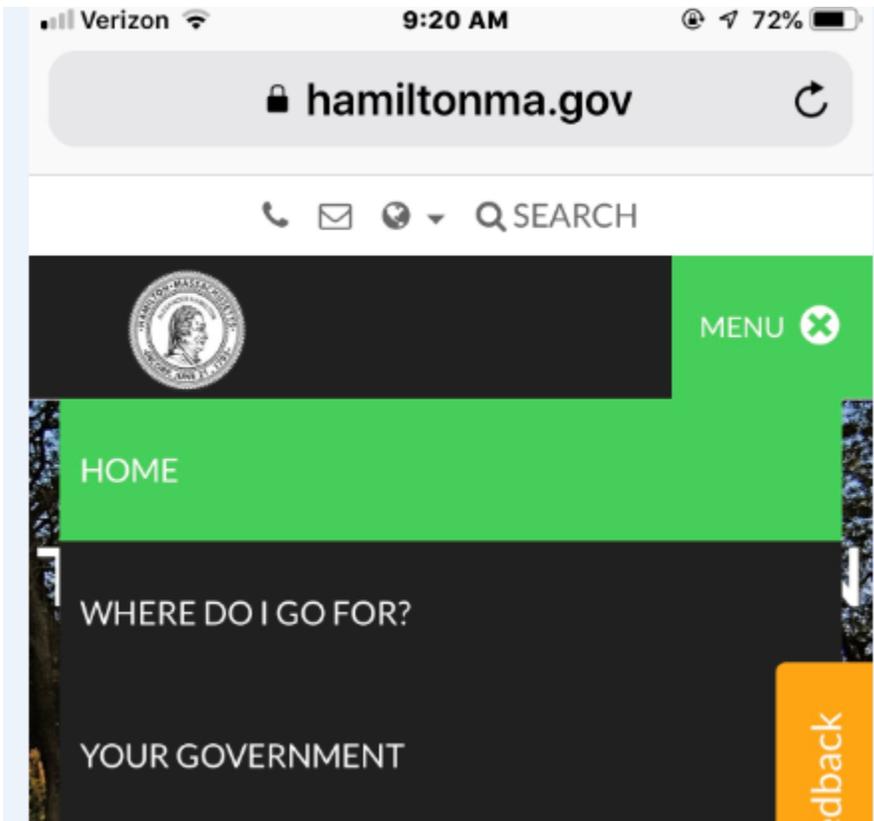
<https://www.hamiltonma.gov/wp-content/uploads/2019/01/Directions-for-Online-Open-Burning-Permits-.pdf>

Smart phone instructions:

1. Go to the Town Webpage (<https://www.hamiltonma.gov/>).
2. Click on the green “**menu**” option at the top, right of the page.
3. Click on “**Your Government**”
4. Scroll down to find the “**Fire Departments**” page and click.
5. Scroll down to the **VERY BOTTOM** of the Fire Department page where you will find the **Related links section**, then click on either “**Open Burning Permit Application**” (to pay the initial \$20 permit fee), or “**Renewing Your Burning Permit Daily**” (to activate your permit on the day of burning). This will bring you to **City Hall Systems Mobile Bill Payment page**.
6. You will now need to switch to desktop view, by clicking one of the two links (“**click here to switch to desktop mode.**” located in the box in the center of the page, or “**desktop View**” located at the bottom of the screen.
7. On the left side of page, under “Select Bill Type”, click on “**fire**”, and then select “**Activate Burning Permit**”, or “**Buy Burning Permit**”.

For further instructions, please refer back to the desktop instructions, “Opening Burning Online Permit Application directions” (**start at Step 3**). <https://www.hamiltonma.gov/wp-content/uploads/2019/01/Directions-for-Online-Open-Burning-Permits-.pdf>

Step by step screen shots of smart phone application process:





Council on Aging

**E**

Emergency Communications Center

Energy Commission

**F**

Finance and Advisory Committee

Finance Department

Fire Department



Give Feedback



Facebook Page



Online Burning Permit Application



Renewing Your burning Permit "Daily"



epaydemo.cityhallsystems.com



Convenience fees:

eCheck is \$0.50, Credit&Debit is 2.95% min \$1.00

Select your bill type

Bill Type

Buy Burning Permit

This bill type is not currently available in mobile friendly mode. In order to pay for this bill type, please use a computer or [click here to switch to desktop mode.](#)

Change Municipality

Desktop View



# Any Payment, Any Place, Any Time™

Bill Cart	
Items in Cart:	0
Subtotal:	\$ 0.00

Mobile View Home Select Municipality

**Live Support**  
Multilingual

**OFFLINE**  
Click here to email us.

**My Account**

**LOG IN** [password](#)

Logging in will give you access to editing, AutoPay, bill history, and other features.

[Log In](#) [Sign Up](#)

**Payment Methods**

Convenience Fees May Apply

- Select Municipality
- Select City
- View Bill List
- Open Payment
- Confirm Payment
- View Receipt

Welcome to City Hall Systems Online Bill Payment Site.

To view or pay your bills, start by selecting your state and municipality.

A non-refundable convenience fee may apply.

State	Municipality
Massachusetts	Select a municipality

[Click here to VIEW or PAY your bills.](#)

### Need help getting started?

- Try our MP4 video: [What is City Hall Systems?](#)
- Try our MP4 video: [How to Make an Account on City Hall Systems](#)
- Try our PDF guide: [Getting Started on Our ePayment Site](#)

\* Not all bill types are available to all municipalities.

City Hall Systems has partnered with your municipality to offer a quick and convenient method to view and pay their municipal bills. Please consider taking full advantage of the payment and billing features by creating your own Personal Account.

Online bill payment can be made by using your credit or debit card, or electronic check. There may be a non-refundable convenience fee associated with your use of this site. You will be advised if a fee applies, and its amount, before you complete your transaction.

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 For questions or comments, please email: [ePay@CityHallSystems.com](mailto:ePay@CityHallSystems.com)  
 For help, Monday-Friday 8:00AM-6PM ET, please call 1-888-381-5465.

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[Security & Privacy](#)



Bill Cart	
Items In Cart:	0
Subtotal:	\$ 0.00

Mobile View Home Select Municipality Search For Bills

Live Support Multilingual OFFLINE Click here to email us.

Select Bill Type Dog License Fire

My Account LOG IN (optional) Logging in will give you access to eBilling, AutoPay, bill history, and other features. Log In Sign Up

Payment Methods Convenience Fees May Apply Visa Mastercard Discover American Express Credit and Debit Cards

- 1 Select Municipality
- 2 Search for Bills
- 3 View Bill List
- 4 Select Payment
- 5 Confirm Payment
- 6 View Receipt



Please select your Bill Type. To find your bill, please start by selecting your Bill Type from the list on the left.



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**Live Support**  
Multilingual

**OFFLINE**  
Click here to email us...

**Select Bill Type**

Dog License

**Fire ▼**

Activate Burning Permit

Buy Burning Permit

**My Account**

**LOG IN** (optional)

Logging in will give you access to eBilling, AutoPay, bill history, and other features.

[Log In](#) [Sign Up](#)

**Payment Methods**

Convenience Fees May Apply

eCheck

VISA MasterCard DISCOVER

Credit and Debit Cards

1 Select Municipality 2 Search for Bills 3 Vie

