



**STATE OF MAINE**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**Individual Permit Application Fee – Check Processing Form**

The Department is now requiring the submission of the following permit applications by email:

- Site Location of Development Law (Site Law)
- Natural Resources Protection Act (NRPA)
- Stormwater Management Law
- Maine Waterway Development and Conservation Act (MWDCA)
- Borrow Pits and Quarries – Variances and Notices of Intent to Comply

All applications must include the application fee. The Department’s review of an application for completeness begins upon receipt of the application and application fee. The fee for each permit type is listed in the Department’s fee schedule (<https://www.maine.gov/dep/feeschedule.pdf>).

**Payment by Credit Card.** Application fees up to \$5,000 may be paid by credit card on the Department’s [payment portal](#). Instructions for using the portal and including payment confirmation with an application are available on the Department’s website:

(<https://www.maine.gov/dep/land/permits/individual/index.html>).

*(You do not need to complete this form if you pay the application fee using the portal.)*

**Payment by Check.** Individual permit applicants paying the application fee by check must:

- a. Complete this form and include a copy along with the email submission of the application to [DEP.LandApplication@maine.gov](mailto:DEP.LandApplication@maine.gov); AND
- b. Mail a check for application fee and completed copy of this form to: Department of Environmental Protection, 17 State House Station, Augusta, ME 04333-0017. Checks should be payable to “Treasurer, State of Maine.”

Project Information	
<b>Applicant Name</b>	
<b>Municipality</b>	
<b>Contact Name</b>	
<b>Contact Email</b>	
<b>Contact Phone #</b>	<b>Ext:</b>

Application Fee			
Permit Type	Processing Fee	Licensing Fee	Total
Site Law	N/A	N/A	Special Fee Authority
NRPA /PBR	N/A	N/A	Special Fee Authority
Other			

**Check No.:**

**Amount:**