1) Go to https://pdtr.cleanairactionplan.org
2) Enter your Username and Password
3) Click on the I Agree button
4) Select *Trucks*
5) To make a payment for all trucks needing payment, check the top box on the left, or to pay for individual trucks check the individual boxes on the left.

6) Next, click on the **Pay Fees** button at the upper left to go to the next page.
7) This page shows the trucks you selected on the previous page. Next, click on individual trucks to pay for one or both ports or click on the top box to pay all your trucks for the Port of Long Beach or Los Angeles.

8) Click on the **Pay Fees** button at the bottom of the page.

9) On the next screen, you select either Credit Card or eCheck.
Paying by Credit Card
- Fill in your Billing Information, exactly as it appears on your credit card statement. The receipt will be e-mailed to the address you filled in and you can always re-print a receipt by going to Reports.

- Enter your credit card information (all fields with * must be completed).

- Click on the **Submit Payment** button.
- This screen shows the receipt after a successful charge.
- Click on **Click here** to get a printable receipt.
Paying by eCheck
- Select payment type *eCheck*.
- Fill out all the fields exactly as they appear on your paper checks and click on the *Submit Payment* button.
- This screen shows the receipt after a successful eCheck.

- Click on **Click here** to get a printable receipt.
- To see a history of your payments by transaction, click on Reports, then Payment History by Transaction Number.

- Enter the date range and click on the Run Report button.

- Clicking on the underlined Trans Num will bring up a copy of the receipt.
- To see a history of your payments by truck, click on Reports, then Payment History by Truck.

- Enter the date range and click on the Run Report button.

- Clicking on the underlined Trans Num will bring up a copy of the receipt.
- The Annual Fee column now shows 01/31/11 for the 8 fees that were paid - 4 fees were paid using a credit card and 4 fees paid using an eCheck.

- 6 fees were for LB and 2 fees were for LA.