Animal, Skin Piercing, Leaflet Distribution, Scrap Metal Dealer

How to pay at the kiosk in reception at the Council House:

1. Select the “service (Barcode)” button
2. Scan the barcode – under the red scanner at the bottom of the kiosk
3. Enter your name and address (house number/name and postcode)
4. Enter the amount you need to pay
5. Pay with either card or cash
6. Collect your receipt and bring back to the booth

How to pay online:

You can pay by debit or credit card by visiting our secure and dedicated website at [http://www.derby.gov.uk](http://www.derby.gov.uk) proceed to the ‘£ Pay it’ button towards the top of the page, click on it, then scroll down until you find a button called ‘all other payments’ and click on the word ‘pay’ next to it, it now takes you to a page called ‘Products and Services catalogue’, on the 2nd drop down box select ‘Licensing’, scroll down and find the correct heading for the product you are paying for, complete the required boxes, then ‘add to basket’ and follow the instructions.

If you are paying for Leaflet Distribution then look for the ‘Skin Piercing/Animal/Scrap Licence’ category and use that for payment.

How to pay by BACS

Bank Name: Lloyds Bank Plc
Sort code: 30-92-59
Account name: 00006306

Please send a confirmation emails to income.team@derby.gov.uk and licensing@derby.gov.uk with your payment details.