

Maine Milk Commission License Application: How to Apply and Pay Online

1. Fill out the [Application Online on Microsoft Forms](#).

2. [Submit Payment on PayMaine](#).

1. Select **Payment Method**. Credit Card or ACH Debit. Click **Continue**

The screenshot shows the 'Pay' step of the application process. At the top, there are four numbered tabs: 1. Select Department, 2. Select Products, 3. Customer Information, and 4. Pay. The 'Pay' tab is active. Below the tabs, there are three sections: 'Payment Type' with radio buttons for 'Invoicing' and 'Direct Charge' (selected); 'Program' with a dropdown menu showing 'MDACF Maine Milk Commission'; and 'Payment Method' with radio buttons for 'Credit Card' and 'ACH Debit' (selected). A blue 'Continue' button is at the bottom right.

2. Enter Product & Quantity

- Select the **type of license** under **Product**.
- Enter the **number of licenses** under **Quantity**.
- Add **XXXXX** to **Reference Information**.
- Comments leave additional information as needed.
- Click **Enter Customer Information**

The screenshot shows the 'Select products and amounts to pay' screen. At the top, there are four numbered tabs: 1. Select Department, 2. Select Products, 3. Customer Information, and 4. Pay. The 'Select Products' tab is active. Below the tabs, there are two input fields: 'Department/Program:' with a dropdown showing 'MDACF Maine Milk Commission' and 'Payment method:' with a dropdown showing 'CC'. Below these is an 'Account contact info:' field with the text 'Julie-Marie Bickford 207-287-7521'. Below the contact info is a table with four columns: 'Product', 'Quantity', 'Amount', and 'Reference Information'. The 'Product' column has a dropdown menu with three options: 'Maine Milk Commission Dealer License Fee - Dealer', 'Maine Milk Commission Dealer License Fee - Producer/Dealer', and 'Maine Milk Commission Dealer License Fee - Sub-Dealer'. The 'Quantity' column has an input field with '1'. The 'Amount' column has an input field with '\$0.00'. The 'Reference Information' column has an input field. Below the table is an 'Add New Item' button. To the right of the table is a blue 'Enter Customer Information' button.

3. Enter Customer Information

- Fill out Name, Company Name and Address.
- *Note: The Total Amount and transaction fee will automatically be calculated.*

4. Enter Payment Information

- Enter your payment information and submit.