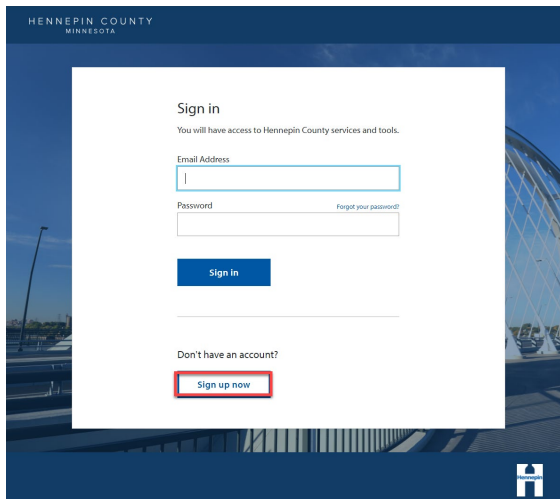# Creating an Online Payment Account

Overview

Hennepin County requires customers to log into a [secure system](#). Below are the steps to assist you with creating an account and then logging into that account.

Process

1. Go to the Hennepin County online payment system:
   https://payment.hennepin.us/psc/fprd/CUSTOMER/ERP/c/NUI_FRAMEWORK.PT_LANDINGPAGE.GBL

2. If you have already registered with Hennepin County, you can enter your email address and password to sign into your account. If not, click on **Sign up now**.
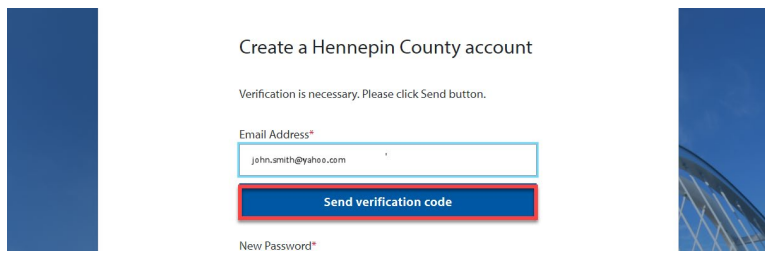

   Note:
   - If you enter your email address and password, and it doesn't recognize you, either your password is incorrect, or you need to create an account.
   - If you receive an error message, please clear your browser's cache and restart your computer, then try again.

3. After clicking on **Sign up now**, you should see the following screen, where you should enter your email address and click on **Send verification code**.
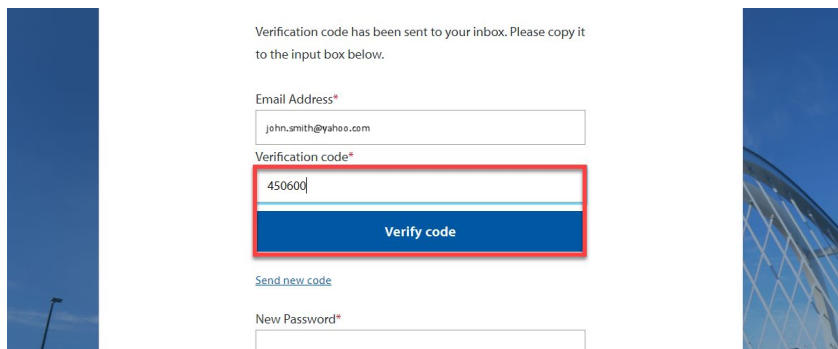
Date Created: August 20, 2021

3. A verification code will be sent to your email address from "Microsoft on behalf of Hennepin County B2C, msonlineservicesteam@microsoftonline.com", and the email will look like this:
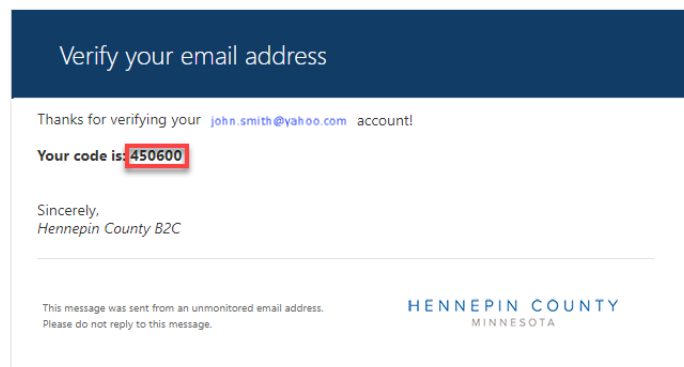
4. Go back to the Create a Hennepin County Account page and enter the code into the Verification Code box, then click **Verify Code**.

5. Enter a password into the New Password box and the same password into the Confirm New Password box. Enter your first name in the Given Name box and your last name in the Surname box. Click **Create**.

6. You have successfully created an account with Hennepin County. Sign in using your email address and password.