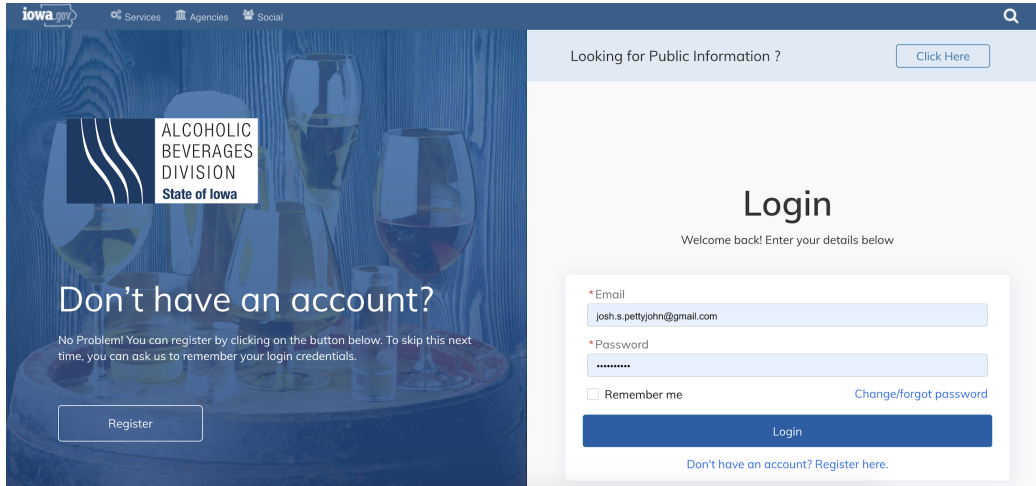




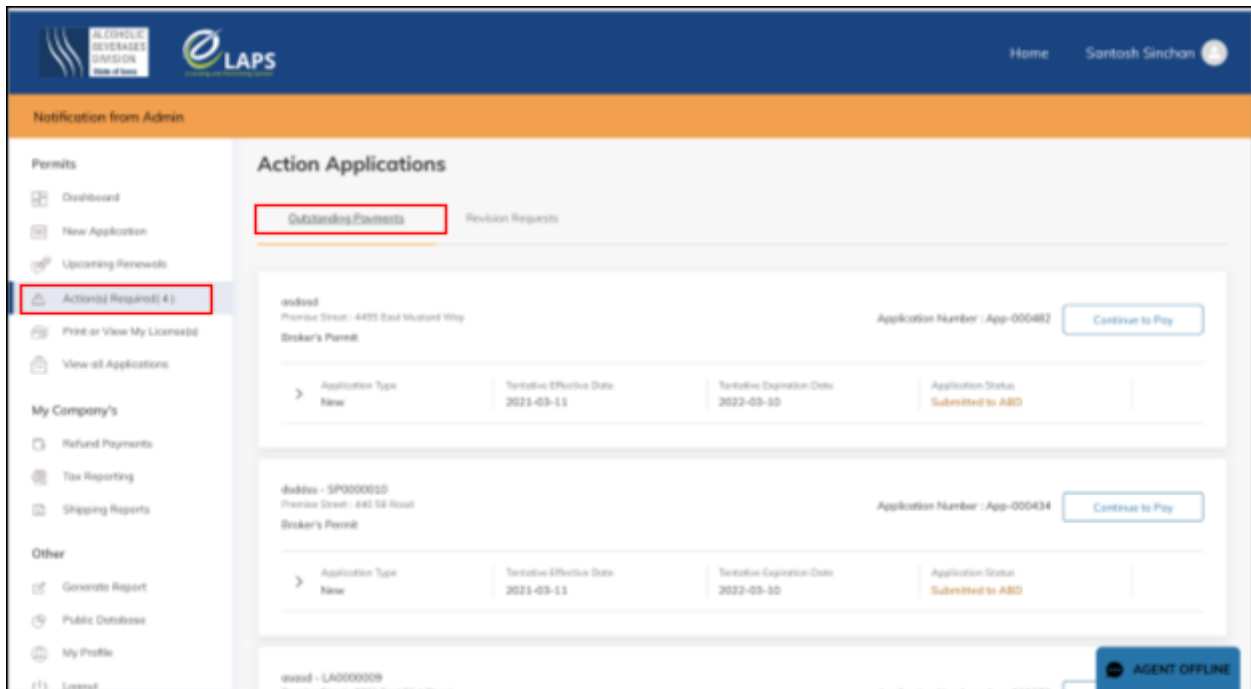
**Iowa ABD eLAPS  
Outstanding Payment Quick Reference Guide**

1. Navigate to the eLAPS Portal by going to: <https://iowaabd.force.com/>



2. Log in using your username and password, if you have already registered for an account. If you do not have an account, click the “Register” button and follow the instructions to create your eLAPS account.

3. Navigate to **Action(s) Required** Tab go to Outstanding Payments Tab



4. Search for your License Number.

All Applications

Application Number	License Number	Premise Street	Premise City
<input type="text"/>	<input type="text" value="BA0000007"/>	<input type="text"/>	<input type="text"/>
Premise County	Status	Account Name	License Type
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. Find the Application with the status of 'Pending Dramshop Review', 'Submitted to Local Authority' or 'Submitted to ABD'. Then click the disclosure triangle and select "Other Actions".

Search Result (1)

APPLICAT...	LICENSE ...	STATUS	DBA	LICENSE T...	APPLICAT...	AMENDM...	PREMISE ...	Other Actions
App-001521	BA0000007	Active		Class A Beer Permit	New			Request Amendment

6. On the Action Items step of the Application, click the "Pay" button to be taken to the Payment Gateway to make your payment using ACH Draft or Credit Card.

This concludes the Outstanding Payment QRG.