

Click on the **Link PIN Record Card** to get started. **You will only need to complete the Link PIN Record process one time.** When you return the following year to pay your Annual Occupancy Invoice just Sign In and go to Pay Fees card.



Canal Corporation

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#### [Link PIN Record](#)

Start here to link your Annual Occupancy Permit Invoice to your online account.



#### [Pay Fees](#)

Pay annual Occupancy Permit. You must complete the PIN Record link first before payment can be made.



#### [My Records](#)

You must Register an online account and complete the PIN Record to link to your Occupancy Permit before you can access limited records.



Canal Corporation

30 South Pearl St.  
Albany, NY 12207  
Phone: (518) 449-6036

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#### Connect With Us



Click on the **Link Existing Occupancy Permit Invoice** link.



Welcome to the New York State Canal Corporation Online Customer Portal, which allows you to pay your existing annual occupancy permit fee.

Your permit records will not automatically be available in your online account.

- You must manually link your online account to each occupancy permit you possess via a one-time process.
- Permits will be referred to as "records." Please refer to your current invoice for the invoice number and your one-time Personal Identification Number (PIN).
- Select "Link/PIN your Record" and enter the two numbers in their respective fields when prompted. If you only possess one occupancy permit, you may proceed to pay your bill or view your records.
- If you possess more than one occupancy permit, you must manually repeat the steps to link each record to your online account.

**Click on Link Existing Occupancy Permit Invoice to continue the PIN process.**

[Link Existing Occupancy Permit Invoice](#)



Enter the required fields **Occupancy Invoice Number**, **PIN Number** then click on **Submit**.

Enter the Occupancy Invoice number and the associated PIN number provided on your invoice. If you do not have the required information to continue with the PIN process, please contact your Real Property Coordinator. You can find your Coordinators contact information by going to [Permits | NYS Canals](#) and scrolling down to the Contact Map.

Occupancy Invoice Number\*

\*Required field

PIN Number\*

\*Required field

Submit



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Click on **No** to continue. (If you have multiple properties that you pay Annual Occupancy Invoices on, you can select Yes to Link/PIN additional invoices to your Online account. Email [CanalPermits@Canals.ny.gov](mailto:CanalPermits@Canals.ny.gov) for questions.

### Do you want to add another Occupancy Invoice Number?

Yes »

No »

Once successfully Pinned, your online account becomes linked to your invoice, and you can continue to make your online payment by clicking on the **Canals PIN Record** (PIN-####-#####) link.



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Your permit record was successfully linked to your online account!

Click the link to pay your fees: [Canals PIN Record \(PIN-2026-00008\)](#)



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