



COMMERCIAL INFORMATION EXCHANGE, INC.

## Pay Your CIE Invoices Online!

Go To Website: <https://ims.stlcie.com>

Log In ID: Use Your NRDS Number

Password: stlcie (*lowercase, you'll be prompted to change your password*)OR enter your current password.

CLICK: Pay CIE Member Fees Here

**Note: Office Fees (If applicable) Must Be Paid In Full**

### Pay Membership Fees In Full, (Discount)

Select: **Check All**

Select: **Choose Payment Options**

Select: **Credit Card**

**Enter your Credit Card Information**

Select: **I Authorize This Transaction**

### Pay Membership Fees Quarterly (No Discount)

Select: **Check The Box Next To The Invoices You Will Be Paying**

Select: **Choose Payment Options**

Select: **Choose Payment Plan- Enter the \$ amount you will be paying on each invoice. (If you are the DR of the office, your minimum payment for 1<sup>st</sup> qtr is \$340, your minimum for the remaining quarters is \$90. If you are a Broker, your minimum payment for 1<sup>st</sup> qtr is \$90.)**

Select: **Credit Card** Enter your Credit Card Information

Select: **I Authorize This Transaction**

If the transaction is successful, you'll receive a Credit Card Authorization Message; please print this page for your records.

**Questions: Contact the CIE office at 636.230.6243 or [info@stlcie.com](mailto:info@stlcie.com).**

*Maintaining a state-of-the-art database, reflecting current commercial market listings and information.*