

Radiation Protection Services
The New Tanning Website for Tanning Facilities
06/26/2026

This new website is for online payments, allows you to view your facility, owner, device, payment information, electronic documents such as statements and tanning bed certificates, and allows you to view and update your website profile information.

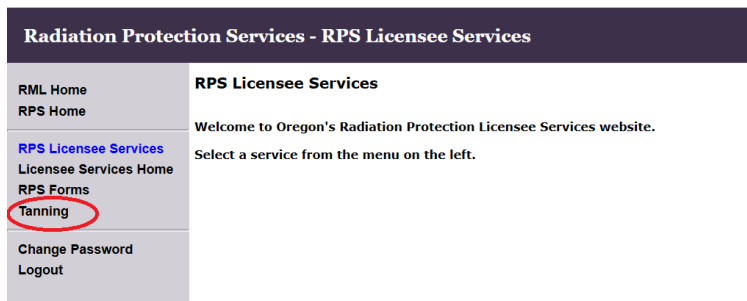
For those of you who log in for electronic payments, log in as usual.

For those of you who do not have a login account, please email Alex Parker at Alexandra.K.Parker@oha.oregon.gov or phone at 503-798-3019.

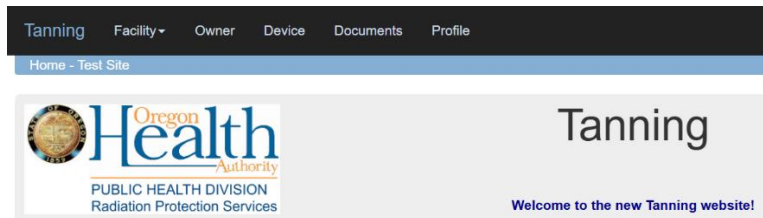
Log in at <https://licenseeservices.rps.oregon.gov/>

After logging in, the first page you will see is the main menu.

Click the Tanning option on the left.

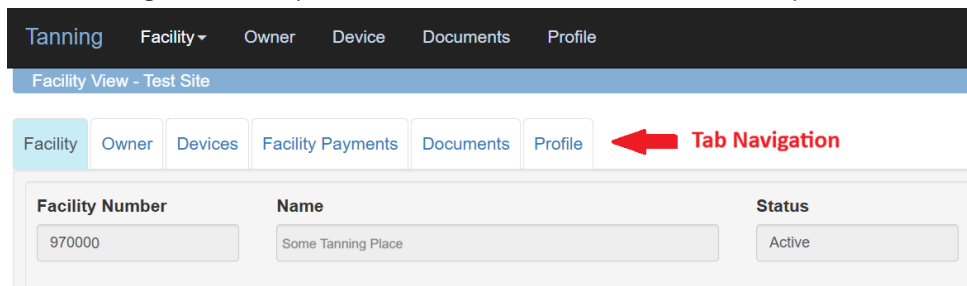


This will take you to the Tanning website:

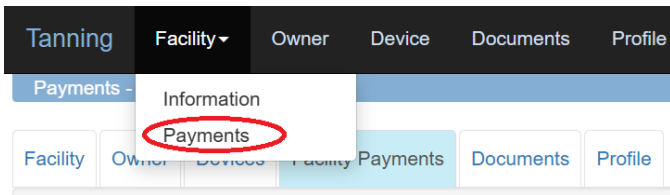


Click any of the options on the navigation bar.

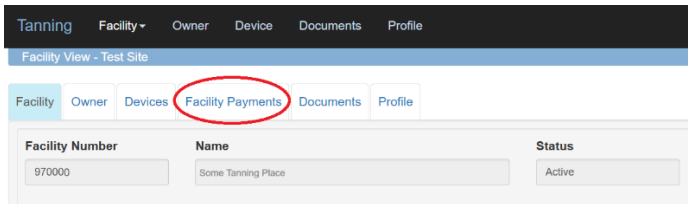
After clicking one of the options, the screen will also show all of the options in tabs.



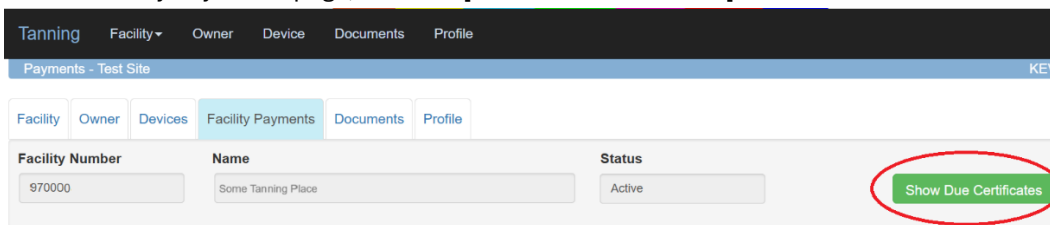
To make an electronic payment, navigate to Facility Payments, either from the navigation bar



Or by clicking on the tab



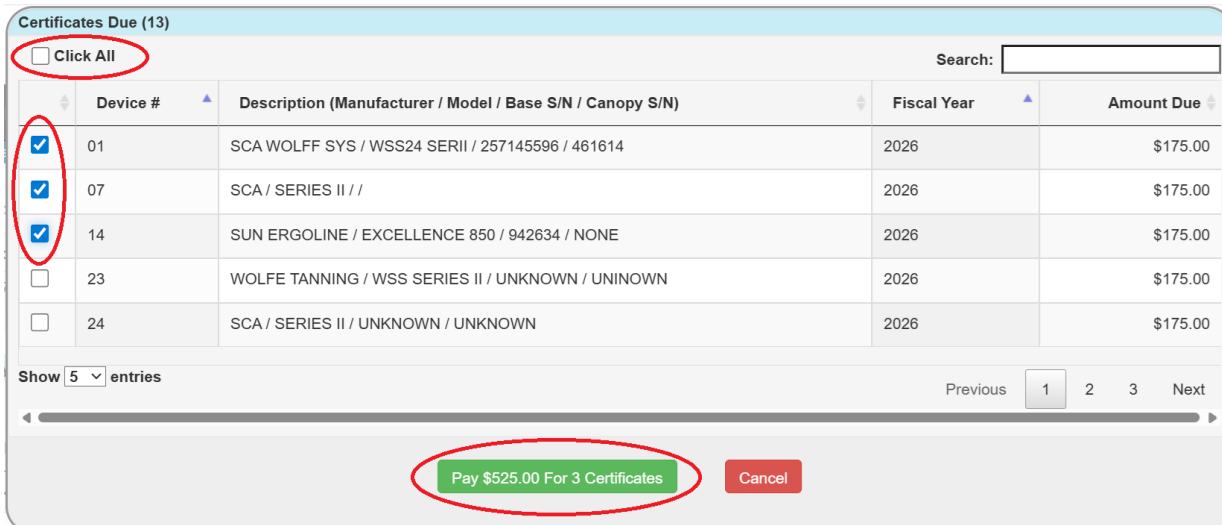
On the Facility Payments page, click the [Show Due Certificates] button:



On the pop-up, you will see any certificates that are due.

You may check only the ones you wish to pay as a partial payment, or you may click the Click All box to make a full payment.

When ready, click the [Pay...] button and you will be redirected to the State's online payment processing, just as before.



After your successful payment, you will see this message:

Information

Your Payment was Successful!

You should receive email confirmation from the credit card vendor.

Your RPS Receipt and Certificates are available in the Documents tab.

Thank you

Close

And you may print your certificate(s) from the Documents tab:

Tanning Facility Owner Device Documents Profile

Documents - Test Site

Facility Owner Devices Facility Payments Documents Profile

Facility Number

970000

Name

Some Tanning Place

Status

Active

Documents

Title	Description	File Type	Inspection Date	Upload Date
Tanning Bed Certificates	Tanning Bed Certificates from Online Payment	PDF Document		06/26/2026 12:16:02
E-Payment Receipt	Receipt for Online Payment	PDF Document		06/26/2026 12:15:59