

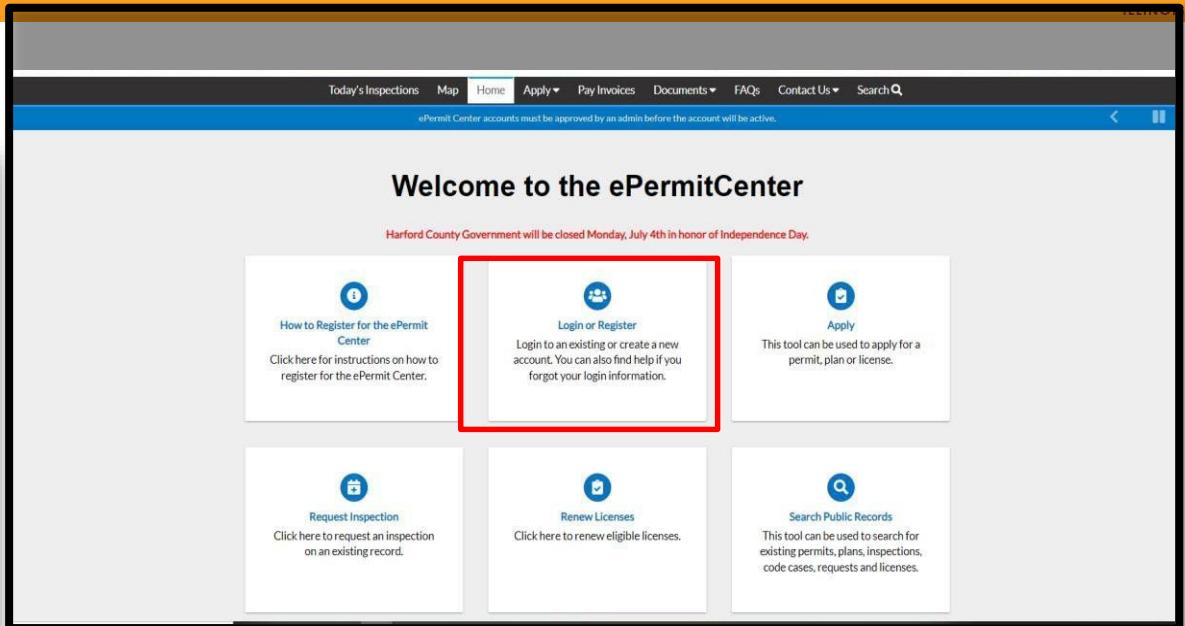


ePermit Center: How to Set up a User Account



This online user guide will walk applicants through how to register for an ePermit Center user account.

- Navigate to
<https://columbia11-energovweb.tylerhost.net/apps/SelfService>
- Select the Login or Register tile on the e- Permit Center home page
- Select Register Here



Welcome to the ePermitCenter

Harford County Government will be closed Monday, July 4th in honor of Independence Day.

 How to Register for the ePermit Center

Click here for instructions on how to register for the ePermit Center.

 Login or Register

Login to an existing or create a new account. You can also find help if you forgot your login information.

 Apply

This tool can be used to apply for a permit, plan or license.

 Request Inspection

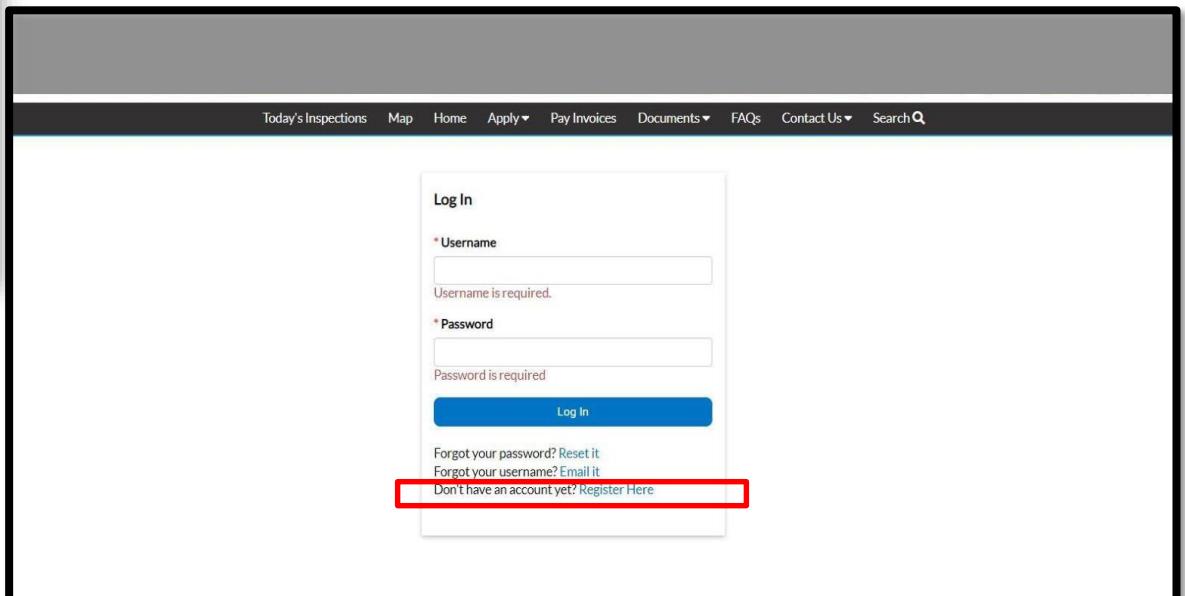
Click here to request an inspection on an existing record.

 Renew Licenses

Click here to renew eligible licenses.

 Search Public Records

This tool can be used to search for existing permits, plans, inspections, code cases, requests and licenses.



Today's Inspections Map Home Apply▼ Pay Invoices Documents▼ FAQs Contact Us▼ Search Q

Log In

* Username

Username is required.

* Password

Password is required.

Log In

Forgot your password? Reset it
 Forgot your username? Email it
[Don't have an account yet? Register Here](#)

- Enter your email address and select Next.
- Check your email inbox. A new user account confirmation email will be sent to your inbox.

Registration

Step 1 of 4: Email Address

Email Next

Citizen Self Service New User Account Confirmation Inbox x

ePermit Center <epermitcenter@harfordcountymd.gov> to me ▾ Tue, Jun 21, 7:57 AM (6 days ago) star link more

You are receiving this automated e-mail based on a user registration request that we received for the Citizen Self Service tool for our jurisdiction. The purpose of this confirmation is to validate the e-mail address that was provided in the initial user registration process is the correct e-mail address for your user account. Please click the link below to continue to the next step of the user registration process.

Confirm

- After confirming your email address, you will be linked back to the registration page. Fill in the username, password and confirm password fields.
- Select Next

Today's Inspections Home Apply ▾ Documents ▾ FAQs Contact Us ▾ Search

Registration

Step 2 of 4: Login information

* REQUIRED

* Username

* Password

* Confirm Password

Email @gmail.com

Next

- Fill in your personal info
- Select Next
- Fill in your address
Please keep the address type as site.
- Select Submit

Registration

Step 3 of 4: Personal Info

First Name: hoopermit

Middle Name:

Last Name: center

Company:

*Contact Preference: Mobile Phone

*Email Address: hoopermitcenter@gmail.com

Additional Contact Information

Business Phone: (000) 000-0000

Home Phone: (000) 000-0000

*Mobile Phone: (000) 000-0000

Back Next

Registration

Step 4 of 4: Address

Country Type: US

*House/BLDG #:
Street Number or PO Box is required.

Pre Direction:

Street Name:

Street Type:

Post Direction:

Unit Or Suite:

City:

State:

Postal Code:

County:

*Address Type: Site

Back Submit

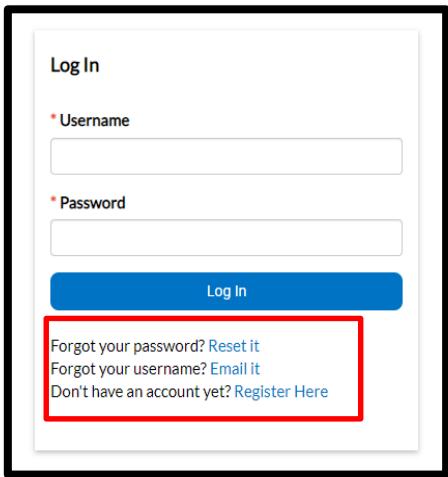
- After registering, your account will be activated by department staff.
- Account activation occurs during business hours M- F 7:30 am – 4:30 pm
- An email will be sent to you after the department staff activates the account.
- If you did not receive an email and applied for an account during business hours, try logging in an hour after you registered.

----- Forwarded message -----

From: EPermitCenter <epermitcenter@harfordcountymd.gov>
Date: Tue, Nov 29, 2016 at 7:46 AM
Subject: EPermitCenter Account Approval Confirmation
To: ·

Your Harford County ePermit Center account has been approved. The link to log into your account is <http://epermitcenter.harfordcountymd.gov/EPermitCenter/Public/Main>.

- Account passwords are not accessible by department staff
- The user must use the Forgot your Password reset.
- If you can not log in after you reset your password, check to make sure your username is correct. Your username does not have to be your email address.



The image shows a login form with a black border. At the top, it says "Log In". Below that are two input fields: one for "Username" and one for "Password", both with red asterisks indicating they are required. Below the password field is a blue "Log In" button. At the bottom of the form, there is a red rectangular box containing three links: "Forgot your password? [Reset it](#)", "Forgot your username? [Email it](#)", and "Don't have an account yet? [Register Here](#)".



Please call Columbia City Hall Clerks Office at 618-281-7144 if more assistance is needed.