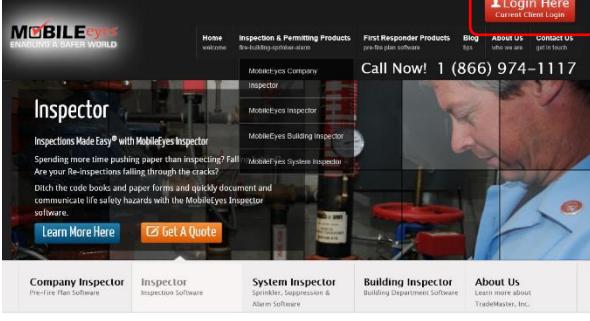
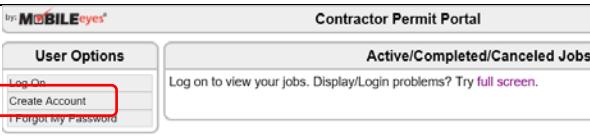
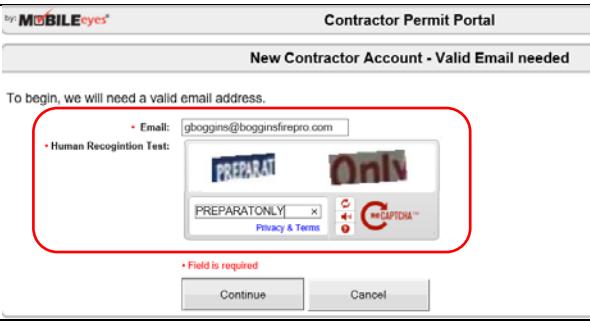
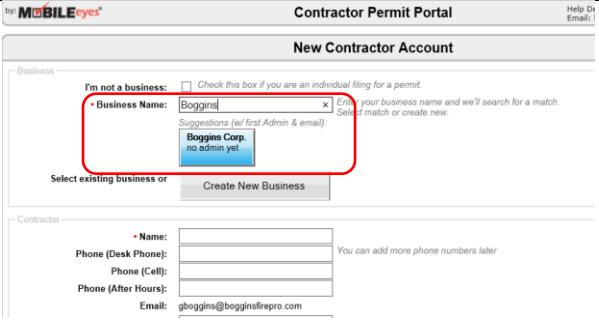
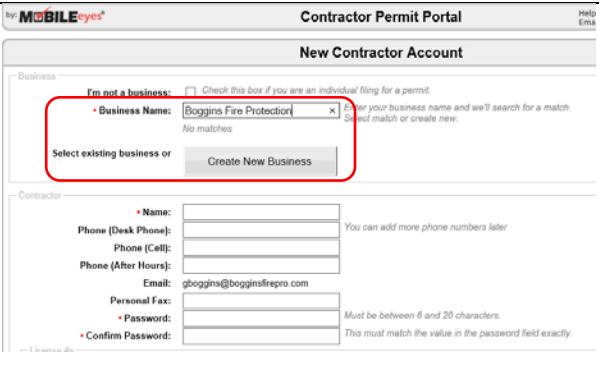
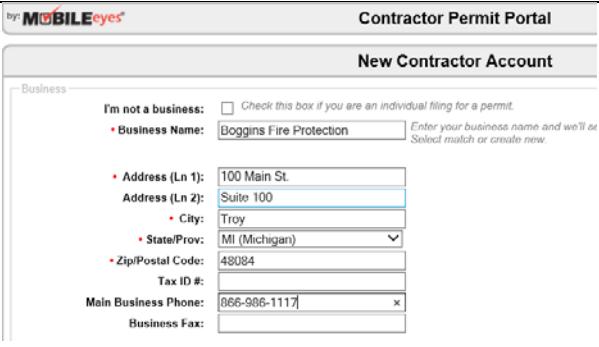
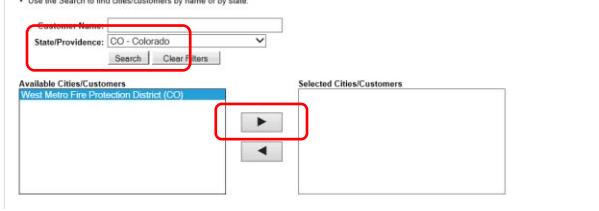


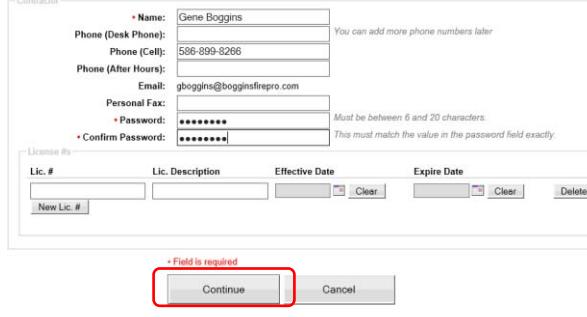
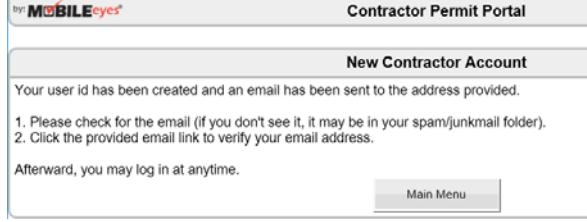
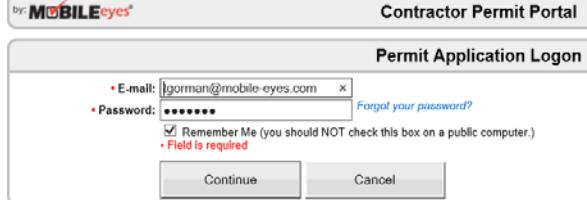
Process: Using the MobileEyes Permit Portal

Procedure: Creating a portal account.

Date Created/Updated: 06/08/17

1	<p>Go to www.mobile-eyes.com.</p> <p>Click <i>Login Here</i>.</p>	
2	<p>Click <i>Permit Portal</i>.</p>	
3	<p>Click <i>Create Account</i>.</p>	
4	<p>Enter your email address.</p> <p>Enter the Human Recognition Test.</p> <p>Click <i>Continue</i>.</p>	

5	<p>Enter your business name. As you type, existing businesses will appear as blue buttons. These are businesses linked to accounts that have already been created by others at your company.</p> <p>If you see your company's name, click on it. This will link you to your company.</p>	
6	If not, enter your business name and click <i>Create New Business</i> .	
7	Enter your business information. Fields with red asterisks are required.	
8	<p>Scroll down and find the communities / AHJs that you will be working with.</p> <p>Use the state filter to find all communities / AHJs in your state that use the permit portal.</p> <p>Click on one or more communities / AHJs and click the arrow to select them.</p>	<p>Associated Cities/Customers</p> <ul style="list-style-type: none"> Select the cities/customers where you will apply for permits (Available Cities/Customers box) and click ► to select them. Use ctrl+click to select multiples. To de-select a city/customer, click on the city/customer in the Selected Cities/Customers box and click ◀. Use the Search to find cities/customers by name or by state. 

9	<p>Scroll down further and enter your personal contact information. Create a password.</p> <p>Enter your license information.</p> <p>Click <i>Continue</i>.</p>	
10	<p>MobileEyes will send you a verification email.</p> <p>Go to your email and click on the link to verify your email address.</p>	
11	<p>Once you have verified your email address, return to the permit portal and click <i>Log On</i>.</p>	
12	<p>Enter your email and password.</p> <p>If you are using your own computer, check the <i>Remember Me</i> box.</p> <p>Click <i>Continue</i>.</p>	
13	<p>On the permit portal home screen, select the community / AHJ that you will be working with.</p>	
14	<p>Then watch the short help videos.</p>	