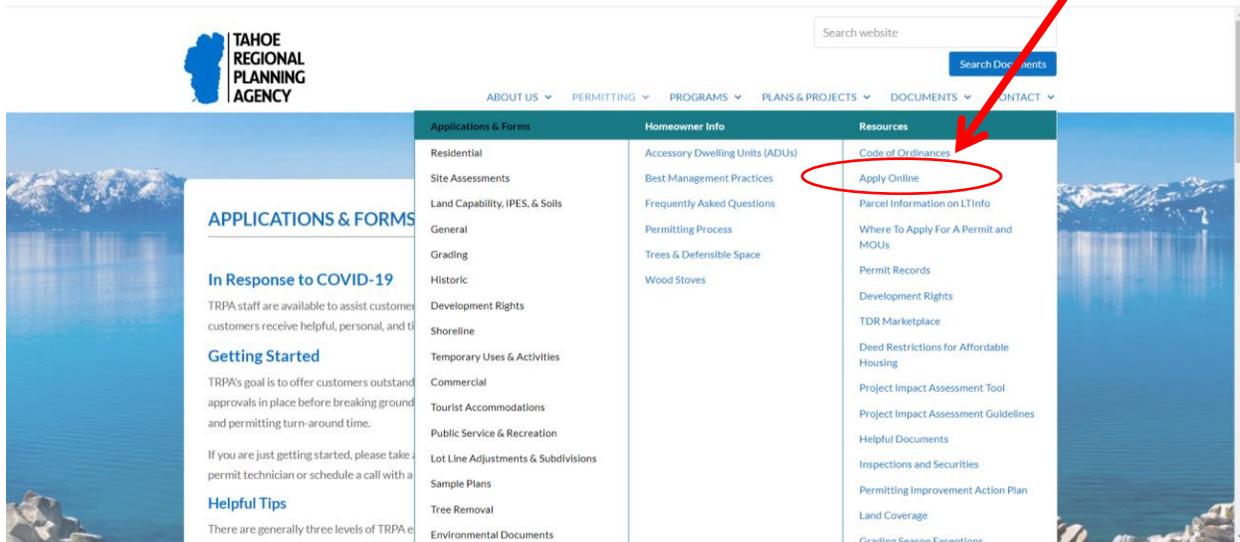


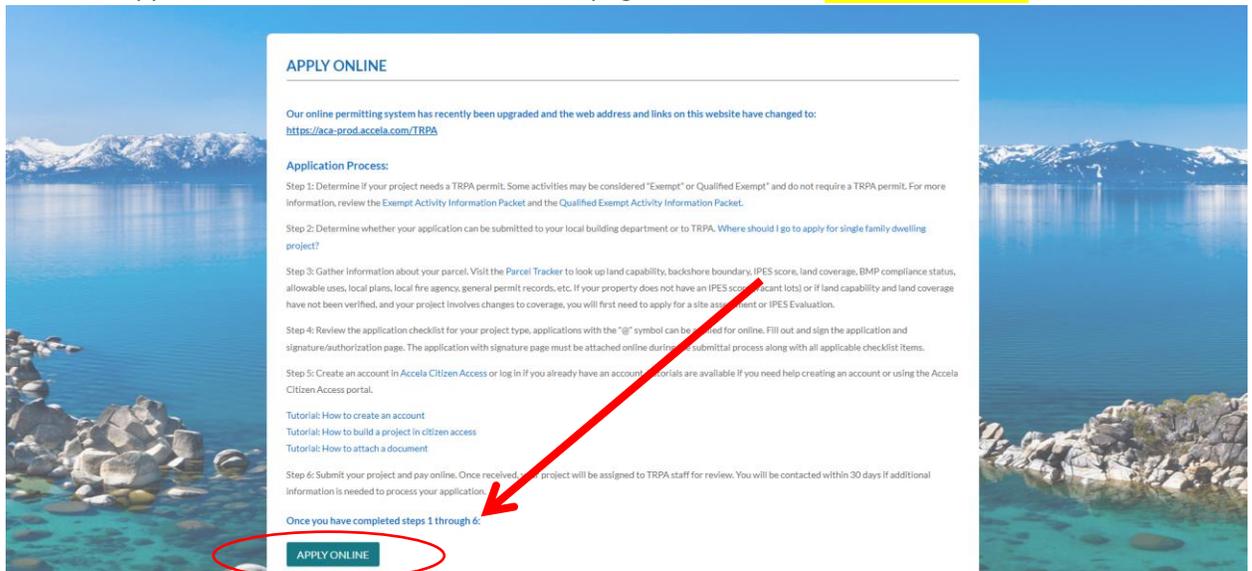
How to Create an Account on Citizen's Access

Step 1: Access the TRPA Online Citizen Access Portal

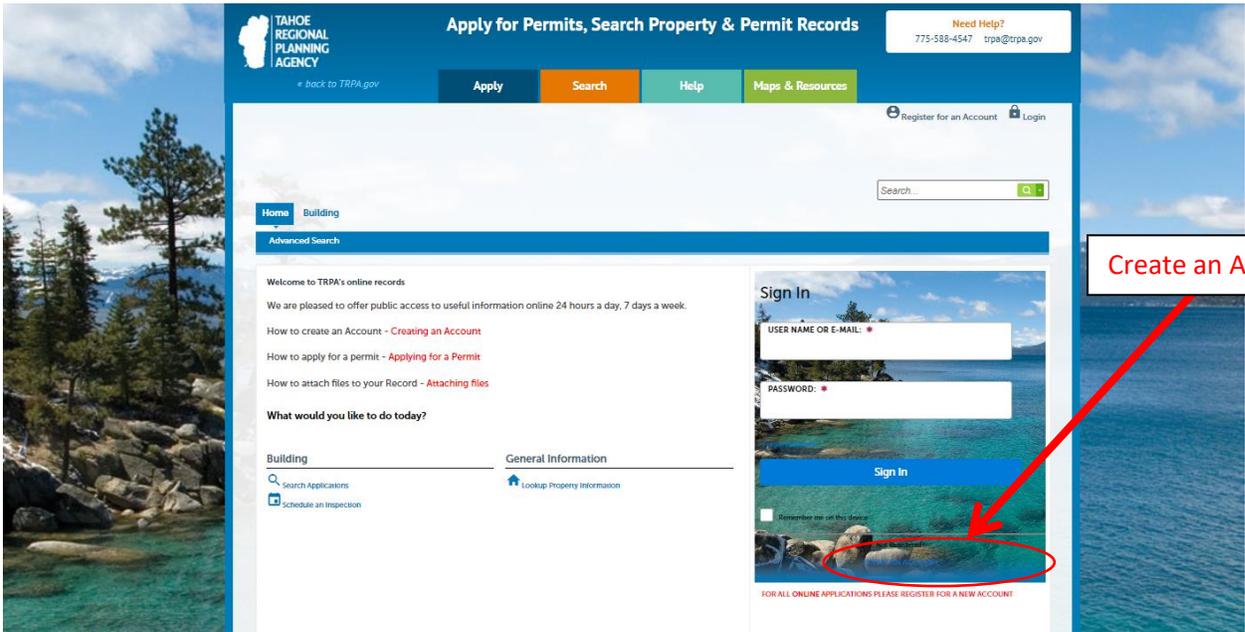
1. Option 1: from trpa.gov hover over Permitting and click **"Apply Online"**



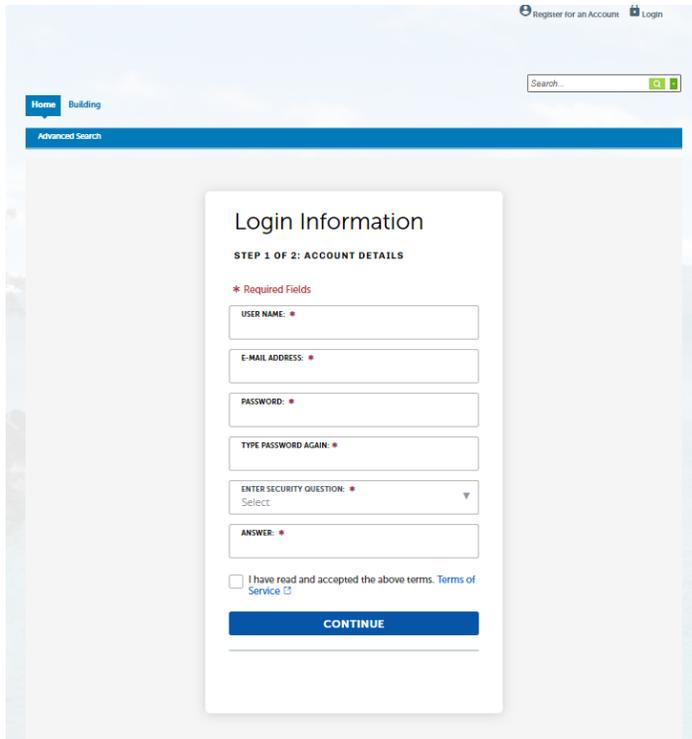
2. Read the Application Process instructions on this page and then click **"APPLY ONLINE"**:



- Now that you have reached the application portal you can **Create an Account**, if you have not already done so, or **Log in**:



- Enter login information. All fields with * are required fields.



5. Next, select what type of contact you are and fill out your contact information. **Please note that the system will require you to enter the last 4 digits of your zip code. If you don't know them, you may enter "0000."**

Select Contact Type

STEP 2 OF 2: CONTACT DETAILS

CONTACT DETAILS FOR: Applicant

*Required Fields

FIRST: *

MIDDLE:

LAST: *

NAME OF BUSINESS:

ADDRESS LINE 1: *

CITY: *

STATE: *
Select

ZIP: *

E-MAIL: *

HOME PHONE: *

WORK PHONE:

MOBILE PHONE:

FAX:

Submit

6. After filling out the info and clicking "Submit," you will have successfully created an account! Please see further instructions for creating a project on TRPA.gov under Apply Online.

