



City of Baltimore E-Permits: Account Creation



- Requirements
 - When do you need an account?
- The following items are required to open an E-Permits account:
 - *Username*
 - *Email address*
 - *Password*
 - *Name*
 - *Address*
 - *Phone number*
- Account Management
 - Update log in information
 - Add a license
 - Update contact information
- Account sign in

Create an E-Permits Account



Home **Permits and Inspections** Licensed Contractors

Advanced Search

[Create An Account](#) [Sign In](#)

Search...

Welcome to the new E-Permits Portal!
Baltimore City is pleased to offer our residents, businesses, and visitors access to permitting services and code enforcement information online 24 hours a day, 7 days a week.

You can view information without creating an account. However, you need to create a user account to use all our services.

Review the Baltimore City Department of Housing and Community Development's permitting information.

What would you like to do today?
To begin, pick one of the services from the list below:

General Information Lookup Property Information	Permits and Inspections Search Applications Schedule an Inspection
Licensed Contractors Search Applications	

Sign In

PASSWORD:*

[Forgot Password?](#)

SIGN IN

Remember me on this device

Not Registered?
CREATE AN ACCOUNT

An E-Permits account is required to:

- Apply for a permit
- Schedule inspections
- Register a professional trade license with the City of Baltimore to perform work in the city

1. Click "Create an Account".

Account Information



* Required Fields

USERNAME:*
Mason Dobbs

E-MAIL ADDRESS:*

PASSWORD:*

.....

TYPE PASSWORD AGAIN: *

.....

ENTER SECURITY QUESTION:*

To what city did you g

ANSWER:*

I agree to the [Terms of Service](#)

CONTINUE

BACK

1. Complete required information.

2. Check the box "I agree to the Terms of Service".

3. Click "Continue".

Contact Information



Create An Account Sign In

Search...

Home Permits and Inspections Licensed Contractors

Advanced Search

Select Contact Type

STEP 2 OF 2: CONTACT DETAILS

Individual
 Organization

BACK

1. Choose "Individual" or "Organization".

Select Contact Type

STEP 2 OF 2: CONTACT DETAILS

Individual
 Organization

* Required Fields

FIRST:*

MIDDLE:

LAST:*

SUFFIX:

NAME OF BUSINESS:

PRIMARY PHONE*

WORK PHONE:

SECONDARY PHONE:

E-MAIL:*

2. Complete the required information.

You can register as either an individual or an organization. This choice does not affect the permit application process.

Contact Information



***Required Fields**

FIRST:*
Mason

MIDDLE:

LAST:*
Dobbs

SUFFIX:

NAME OF BUSINESS:

PRIMARY PHONE*
212-213-2145

WORK PHONE:

SECONDARY PHONE:

E-MAIL:*

*** MAILING ADDRESS**

ADDRESS LINE 1:
417 East Fayette Street

CITY:
Baltimore

STATE:
MD

ZIP CODE:
21202

ZIP EXT:

COUNTRY/REGION:
United States

Add Address

SUBMIT

BACK

1. Complete the mailing address information.

2. Click "Submit".

Look at the images above for examples of how to fill out the contact information and mailing address forms.



Create An Account Sign In

Search...

Home Permits and Inspections Licensed Contractors

Advanced Search ▾

Your account is successfully registered.

Congratulations. You have successfully registered an account.

Account Information

User Name: Breezy1993
E-mail:
Password: *****
Security Question:
To what city did you go the first time you flew on a plane?

Contact Information

Mason Dobbs Home Phone: :
breezes.outlets_0u@icloud.com Work Phone:
Mobile Phone:
Fax:

Contact Address List

▼ Contact Addresses

Showing 1-1 of 1

Address Type	Action	Status	Phone	Address
Mailing		Active		417 East Fa

◀ ▶

Welcome to the Citizen Portal Inbox x

City of Baltimore <noreply_at_baltimorecity_gov_c678z74fv7nbfa_t06b5201@icloud.com>
to Hide ▾

Welcome Mason Dobbs to the City of Baltimore Citizen Portal!

Below is your Account Information:
Account Name: Breezy1993
Name: Mason Dobbs
Business Name:

ACA_ACTIVATION_MESSAGE

You will get a notification when your account is successfully registered. You will also receive a confirmation email.



Create An Account Sign In

Search...

Home **Permits and Inspections** Licensed Contractors

Advanced Search ▾

Your account is successfully registered.

Congratulations. You have successfully registered an account.

Account Information

User Name: Breezy1993
E-mail:
Password: *****
Security Question:
To what city did you go the first time you flew on a plane?

Contact Information

Mason Dobbs Home Phone:
breezes.outlets_0u@icloud.com Work Phone:
Mobile Phone:
Fax:

Contact Address List

▼ Contact Addresses

Showing 1-1 of 1

Address Type	Action	Status	Phone	Address
Mailing		Active		417 East Fa

You can now sign into your account to apply for a permit or update your professional trade license.

1. Click "Sign in".

2. Enter username or email.

3. Enter password.

4. Click "Sign In".

Sign In

USERNAME OR EMAIL:*

PASSWORD:*

.....

[Forgot Password?](#)

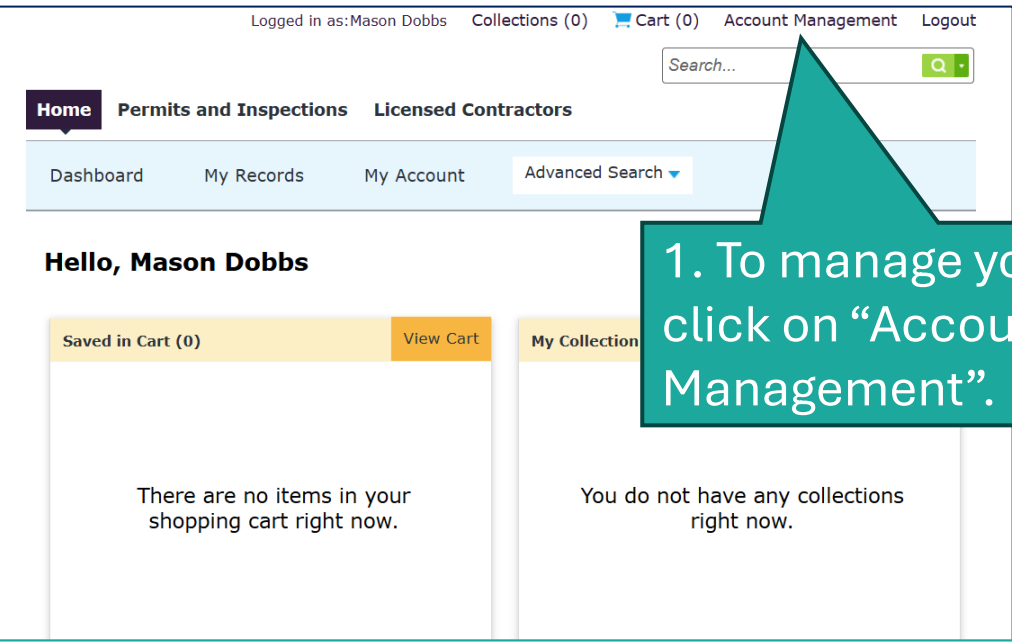
SIGN IN

Remember me on this device

Not Registered?

[CREATE AN ACCOUNT](#)

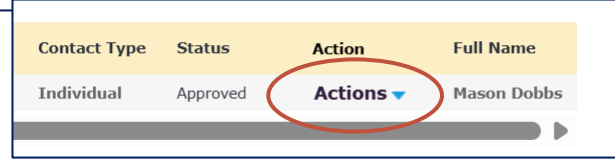
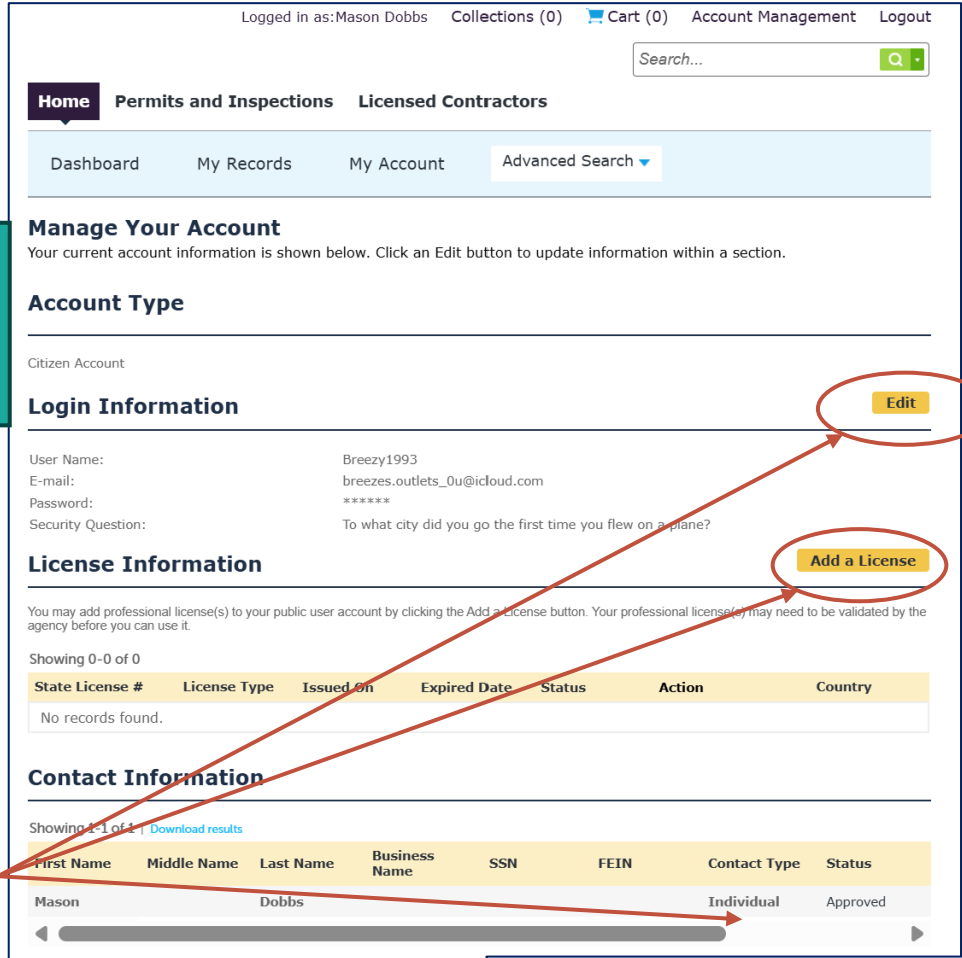
Account Management



1. To manage your account, click on “Account Management”.

From the account management screen, you can update your account.

- To change your password, click the “edit” button.
- To add license information, click the “Add a License” button.
- To modify contact information, scroll to the right and select the “Actions” drop down arrow.



Edit Sign In Information



Home | **Permits and Inspections** | **Licensed Contractors**

Dashboard | My Records | My Account | **Advanced Search** ▾

Manage Your Account
Your current account information is shown below. Click an Edit button to update information within a section.

Account Type
Citizen Account

Login Information Edit

User Name: Breezy1993
E-mail: *****
Password: *****
Security Question: To what city did you go the first time you flew on a plane?

1. Select "Edit".

2. Change username or email address.

Login Information [X]

* Username: ?

* E-mail Address:

* Old Password:

* New Password:

Password Strength Requirements

* Confirm Password:

* Enter Security Question: ?

* Answer: ?

Save | [Back to Account Management](#)

To change your password:

To change your security question:

3. Enter old password.

4. Enter new password and confirm.

5. Change security question and answer, select from provided list.

6. Click "Save".

Add a License

Logged in as: Mason Dobbs Collections (0) Cart (0) Account Management Logout

Search...

Home Permits and Inspections Licensed Contractors

Dashboard My Records My Account Advanced Search

Manage Your Account

Your current account information is shown below. Click an Edit button to update information within a section.

Account Type

Citizen Account [Edit](#)

Login Information

[Edit](#)

User Name: Breezy1993
E-mail: breezes.outlets_0u@icloud.com
Password:
Security Question: 10 what city did you go the first time you flew on a plane?

License Information

[Add a License](#)

You may add professional license(s) to your public user account by clicking the Add a License button. Your professional license(s) may need to be validated by the agency before you can use it.

Showing 0-0 of 0

State License #	License Type	Issued On	Expired Date	Status	Action	Country
No records found.						

Contact Information

Showing 1-1 of 1 | [Download results](#)

First Name	Middle Name	Last Name	Business Name	SSN	FEIN	Contact Type	Status
Mason		Dobbs				Individual	Approved

Click 'Add a license' to go to the license information screen. You can only add a license if it has been registered with the City of Baltimore."

Logged in as: Mason Dobbs Collections (0) Cart (0) Account Management Logout

Search...

Home Permits and Inspections Licensed Contractors

Dashboard My Records My Account Advanced Search

Updating Your Account: Adding a License:

By adding a professional license you may gain access to additional features in the Citizen Portal. Select a license type and enter a license number to look up your license. Your license must be valid and active to be added to your citizen account. If your license does not display, contact the Agency.

In certain circumstances, such as license-right by proxy through an employer, even after identifying your license(s), an Agency employee must perform additional validation. In these cases, **your access to certain features of the Citizen Portal may be limited pending approval.**

* indicates a required field.

License Information

* License Type:

* State License Number:

[Find License](#)

- 1. Select "License Type".
- 2. Enter "License Number".
- 3. Click "Find License".

Update Contact Information



Contact Information

Last Name	Business Name	SSN	FEIN	Contact Type	Status	Action	Full Name
Dobbs				Individual	Approved	Actions View	Mason Dobbs

Select "View" from Actions menu. A contact screen opens.

Home | Permits and Inspections | Licensed Contractors

Dashboard | My Records | My Account | Advanced Search

Manage Your Account
View Contact Detail

Validate and update your contact information at this page.

Contact Information

* First: Middle: * Last: Suffix:

Name of Business:

* E-mail: * Primary Phone: Secondary Phone:

▼ Contact Addresses

Add Additional Contact Address

To edit a contact address, click the address link.
Required contact address type(s): Mailing

Showing 1-1 of 1

Address Type	Action	Status	Phone	Address
Mailing	Actions	Active		

Save | Back to Account Management

Use this form to update your contact information. **NOTE:** The screens do not autosave. You must click "Save" on the screen you are completing to save your information.

1. Enter any updates and make sure required fields are not missed.

2. If you made changes, click "Save".

Education

Add New

Education List
Showing 0-0 of 0

Discipline	Provider Name	Provider Number	Degree	Year Attended	Year Graduated	Approved	Action
No records found.							

Examination

Add New

Examination List
Showing 0-0 of 0

Examination Name	Provider Name	Provider Number	Examination Date	Start Time
No records found.				

Continuing Education

Add New

Continuing Education List
Showing 0-0 of 0

Continuing Education Name	Provider Name	Provider Number	Class	Completion Date	Completed Hours	Final Score	Pass
No records found.							

Back to Account Management

Ready to Use Account



Logged in as: Mason Dobbs Collections (0) Cart (0) Account Management Logout

Search...

Home Permits and Inspections Licensed Contractors

Dashboard My Records My Account Advanced Search

Manage Your Account

Your current account information is shown below. Click an Edit button to update information within a section.

Account Type

Citizen Account

Login Information

[Edit](#)

User Name: Breezy1993
E-mail: [redacted]
Password: [redacted]
Security Question: To what city did you go the first time you flew on a plane?

License Information

[Add a License](#)

You may add professional license(s) to your public user account by clicking the Add a License button. Your professional license(s) may need to be validated by the agency before you can use it.

Showing 0-0 of 0

State License #	License Type	Issued On	Expired Date	Status	Action	Country
No records found.						

Contact Information

Showing 1-1 of 1 | [Download results](#)

First Name	Middle Name	Last Name	Individual	Approved
Mason		Dobbs	Individual	Approved

After you save your changes, you'll be taken back to the Account Management Screen.

1. Select "Home" from menu bar.

Logged in as: Mason Dobbs Collections (0) Cart (1) Account Management Logout ⚙️

Search...

Home Permits and Inspections Licensed Contractors

Dashboard My Records My Account Advanced Search

Welcome Mason Dobbs

You are now logged in.

What would you like to do today?

To get started, select one of the services listed below:

- [General Information](#)
 - Lookup Property Information
- [Permits and Inspections](#)
 - Create an Application
 - Search Applications
 - Schedule an Inspection
- [Licensed Contractors](#)
 - Create an Application
 - Search Applications

Cart (1)

BRCM-25-000051	\$75.00
----------------	---------

2. Choose action to be performed or select from toolbars above.



BALTIMORE CITY
DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT

