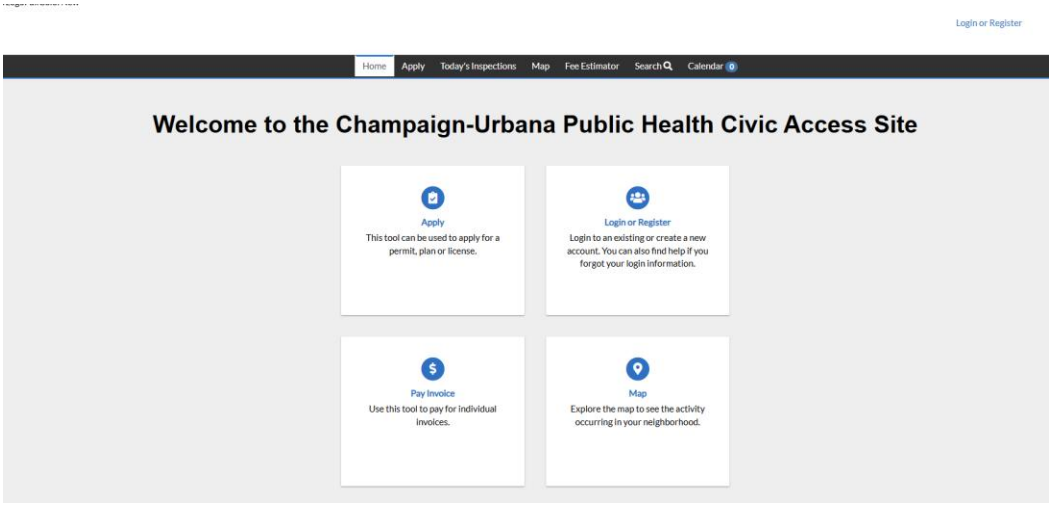
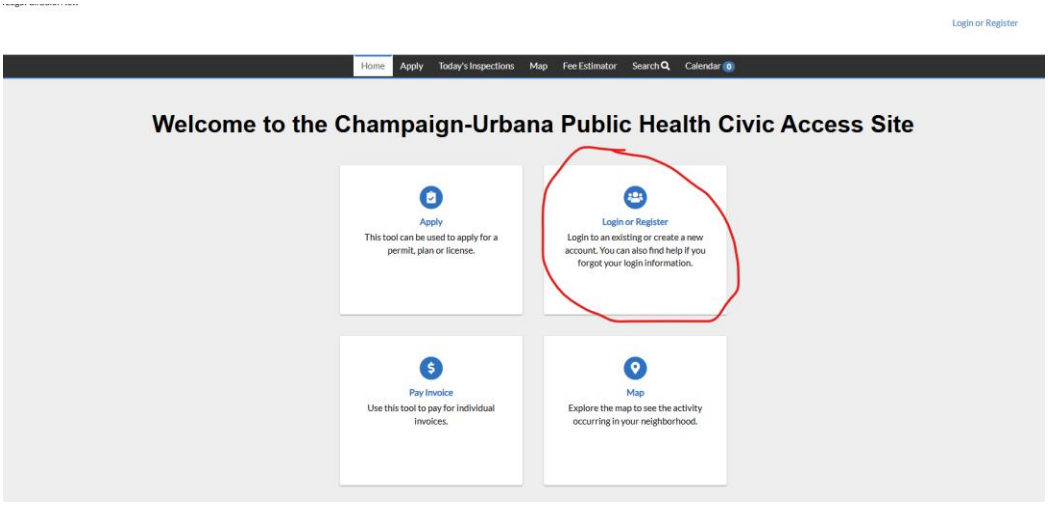
How to sign up for a Civic Access account

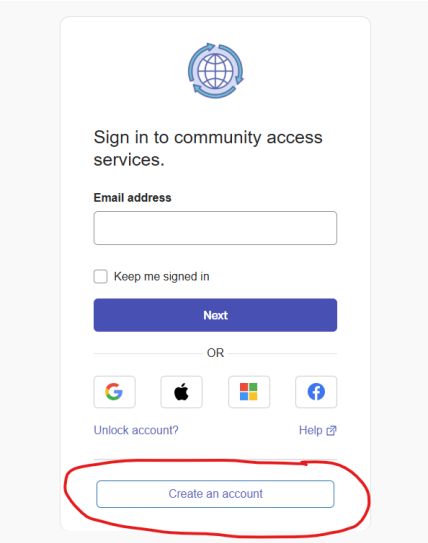
Main page:



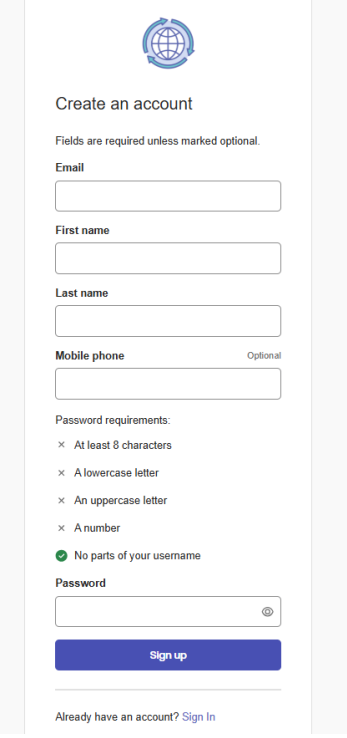
Click on “Login or Register”



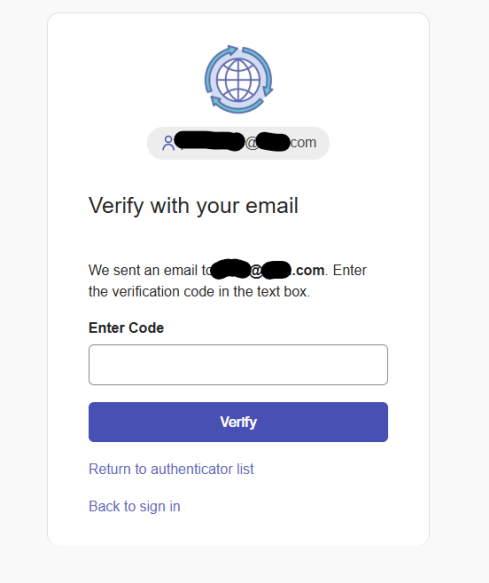
Click on “Create an account” at the bottom of this page:



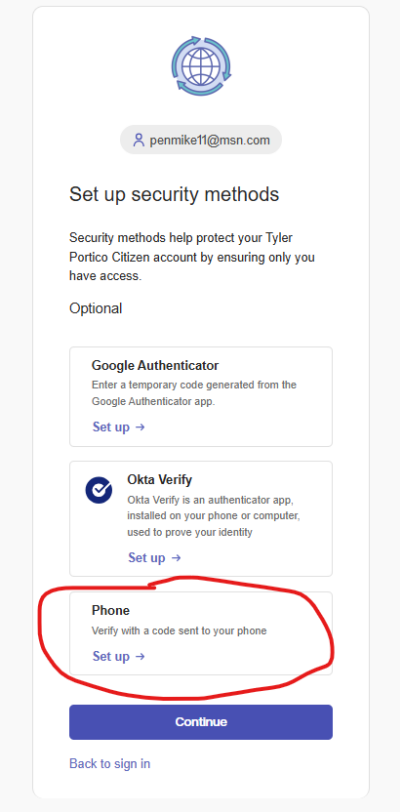
Fill out your email address, first name, last name, mobile phone number, and a password; then click “Sign Up” at the bottom:



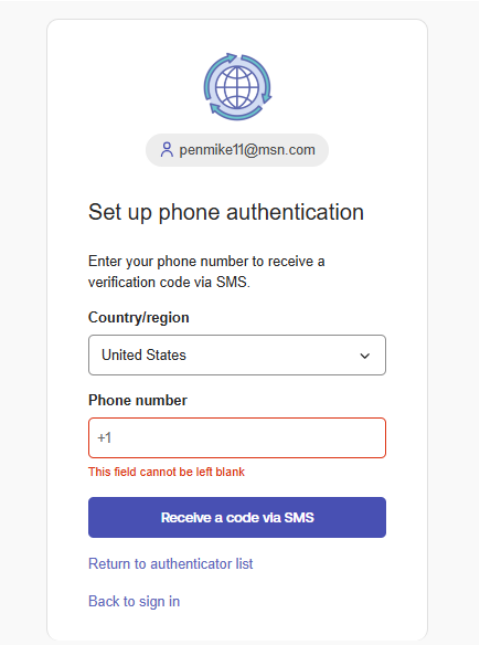
A code will be sent to your email from this address (noreply@identity.tylerportico.com); enter it here:



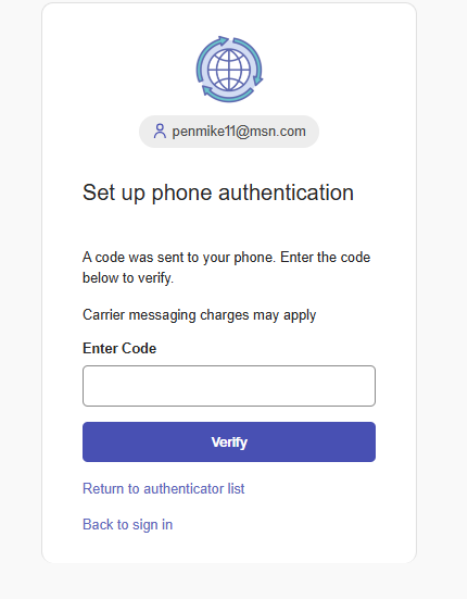
You must then set up security methods (the phone method is simple to use):



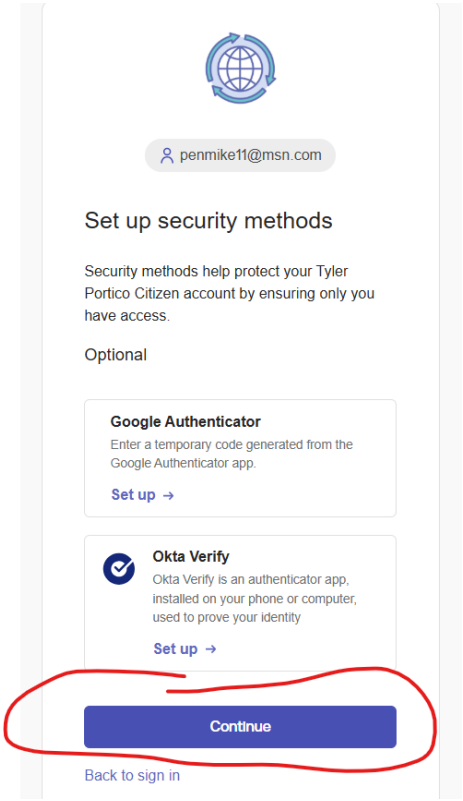
Then enter your phone number and click on “Receive a code via SMS”



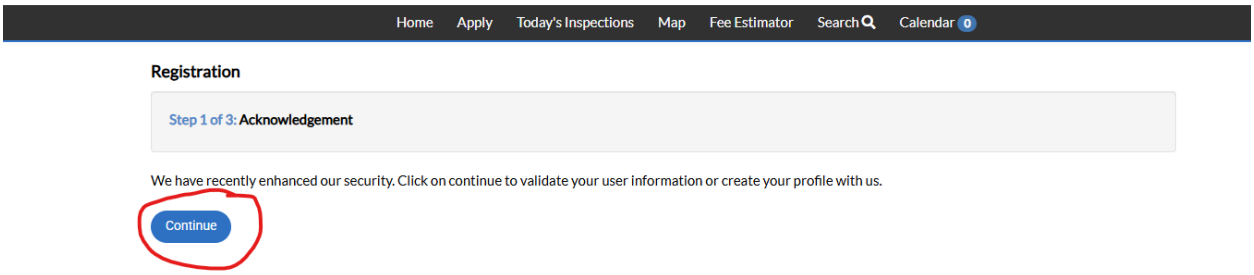
Enter the code you receive via text here:



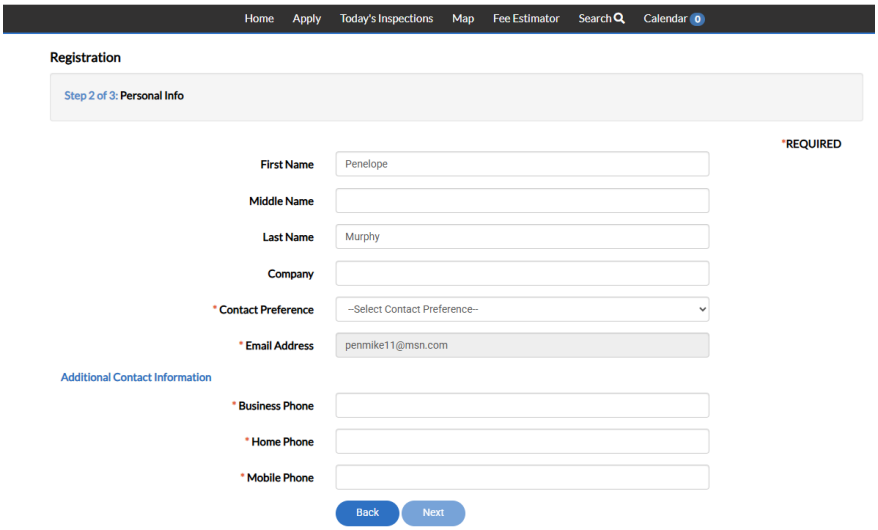
Next you can set up additional security measures if you wish. Or you can click “Continue”



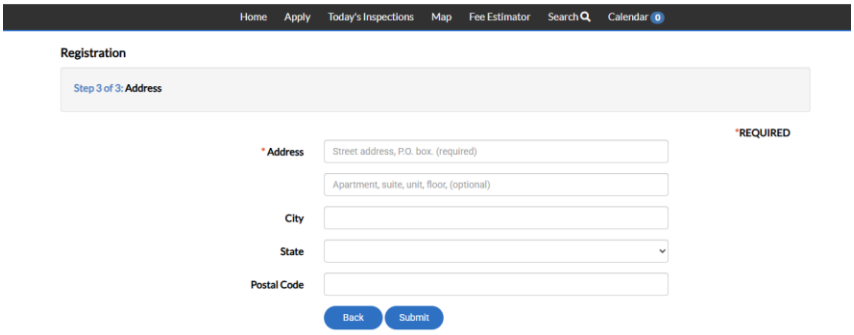
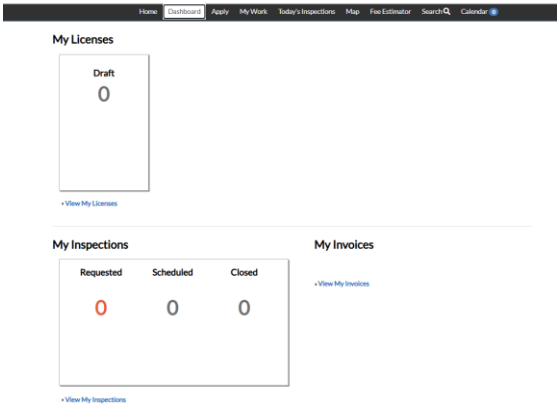
To complete you registration, click “Continue” for Step 1 of 3: Acknowledgement:



For Step 2 of 3 you must provide your contact preference, email address, business phone, home phone, and mobile phone. *Note that no matter what you choose here, email will be our primary method of correspondence.



For Step 3 or 3 you must provide your address:



You will then be directed to your home page: