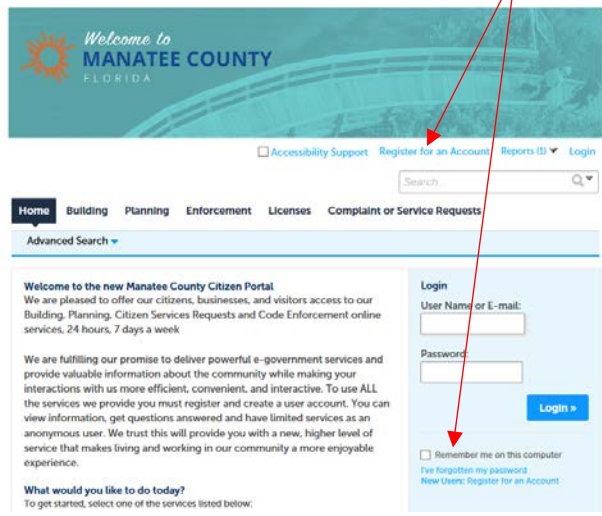
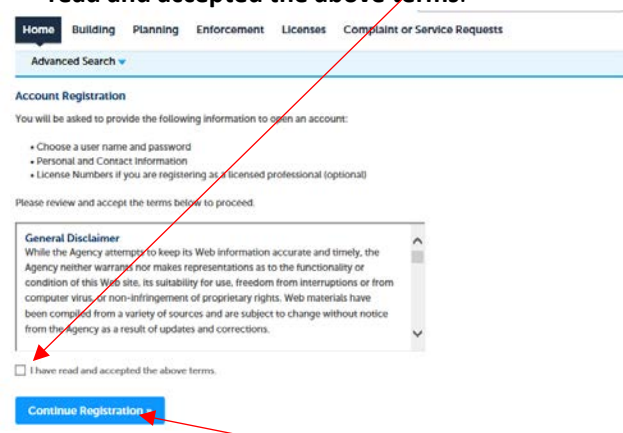


Registering a New Account in *Online Services*

1. To register for an Account. Click on either **Register for an Account** link.

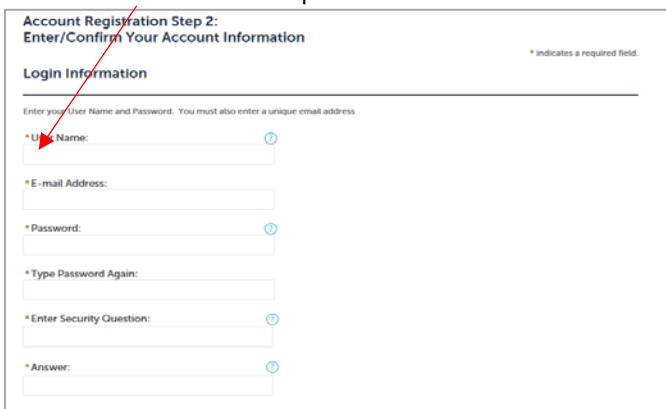


2. Read General Disclaimer, and click box for **“I have read and accepted the above terms.”**

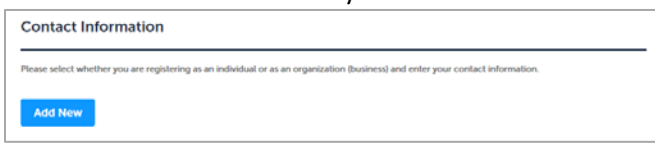


3. Click Continue Registration button

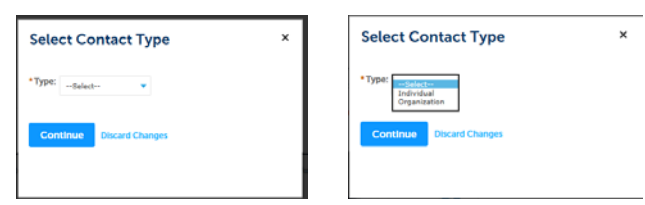
4. Complete the registration information fields. Note: * Indicates a required field.



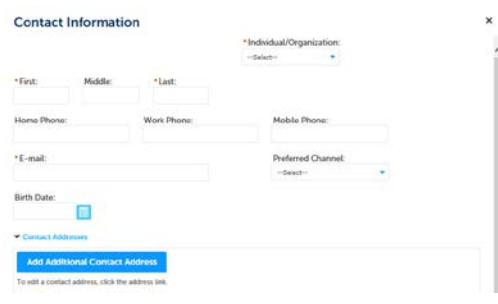
5. Click on **Add New** to add your contact information.



A window will open. Select **Contact Type**, then click **Continue**. Please note that if you are creating a user account for License Professional you will need to create the account as an individual.



Add your contact information

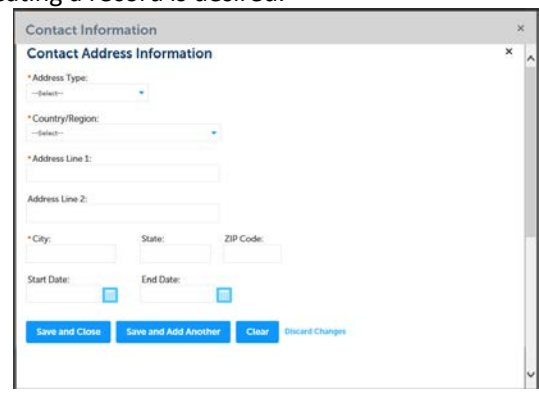


Once contact information is added, click the Add Additional Contact Address button to add your address. There are three address options:

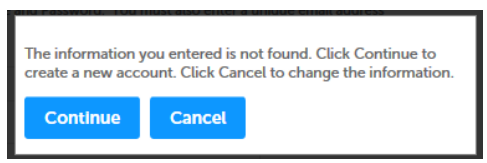
- Mailing
- Home
- Business

Mailing address is **required** in all records, home address and business addresses may be required for some records. By adding these addresses in your account, they can be auto filled in all records being created.

If mailing and home, or mailing, home and business are all the same address, each address must be added individually if using the auto fill option when creating a record is desired.



6. The address window will close and return to the Contact information window, click the **Continue** button. You will receive the following message:



Click **Continue**

Registering a New Account in *Online Services*

7. Once Contact addition has been confirmed,

✔ **Contact added successfully.**

MCG BADS
 MCGBADs@gmail.com
 Home phone:9417483832
 Mobile Phone:9415551111
 Work Phone: 9415551212
 Fax:
 Edit Remove

▼ **Contact Addresses**

8. Enter words shown in the box to show you are not a computer, and click **Continue Registration**.

Enter the words below

Continue Registration »

The account registration process is complete.

✔ Your account has been successfully created. You may log in and begin using the site.

Congratulations! You have successfully created an account with St. Louis County. If you have a escrow (trust) account with St. Louis County, your user account must be connected to the escrow account. This requires activation by the County. If activation is necessary, send an e-mail request to permits@stlouisco.com or phone 314-615-4100.

LOGIN

In order to Login once you have registered for an account

Welcome to MANATEE COUNTY FLORIDA

Accessibility Support Register for an Account Reports (1) Login

Home Building Planning Enforcement Licenses Complaint or Service Requests

Advanced Search

Welcome to the new Manatee County Citizen Portal
 We are pleased to offer our citizens, businesses, and visitors access to our Building, Planning, Citizen Services Requests and Code Enforcement online services, 24 hours, 7 days a week

We are fulfilling our promise to deliver powerful e-government services and provide valuable information about the community while making your interactions with us more efficient, convenient, and interactive. To use ALL the services we provide you must register and create a user account. You can view information, get questions answered and have limited services as an anonymous user. We trust this will provide you with a new, higher level of service that makes living and working in our community a more enjoyable experience.

What would you like to do today?
 To get started, select one of the services listed below.

Login
 User Name or E-mail:
 Password:
 Remember me on this computer
 I've forgotten my password
 New Users: Register for an Account

1. Input User Name or email & password & Click Login button

Login

User Name or E-mail:
 MCGBADs@gmail.com

Password:

Login »

LOGOUT

Click **Logout**.

Welcome to MANATEE COUNTY FLORIDA

Logged in as MCGBADs Collections (1) Cart (0) Reports (1) Account Management Logout

For More Information

- Online Services
www.mymanatee.org/badsonline
- Training
www.mymanatee.org/badstraining
- Instructions
www.mymanatee.org/badsinstructions