

Create an Account in the Online Permitting Center

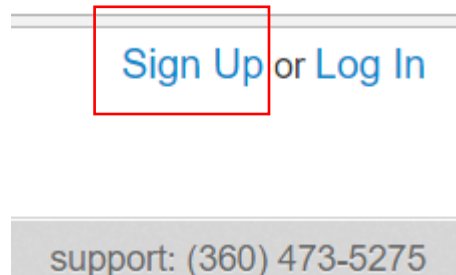
1. Go to the City of Bremerton Website <http://www.bremertonwa.gov/>

2. Click on  then scroll down to [Online Permitting](#)

Online Permitting

The DCD Online Center provides public access to the current status of applications/permits, permit reports and activity, as well as access to reference material and documentation. Festival Vendors are now reviewed through the Special Event process; individual vendors are no longer required to register with the Fire Department. City business licenses are still required.

3. Upper side of screen click on [Sign Up](#) – An account will need to be set up prior to this step.



4. On the [Account Sign Up](#) page enter a valid email address and create a password. Enter [Access Code](#). If you have applied for a permit in the past you will have an Access Code. This is located on the front page of your permit. It is a 10 digit numeric alpha combination. Will look similar to this - (1X2Y3Z-Z3Y2X1)

1 Account 2 Contact 3 Review

Account Sign Up

Email Address: Valid Email Address

Password:* Minimum 8 characters

Confirm Password: Re-enter password

Access Code

Code:

The access code will help associate your new account with any permits you may already have applied for. Don't have one? Skip this step.

5. Next fill in your Contact Information. This is the information that will associated with your permit and how we contact you.

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Contact Information

First Name:

Last Name:

Business / Full Name:*

Address:

City:

State: WA ▾

Zip Code: e.g. 12345 or 12345-6789

Phone #: e.g. 555-555-5555

Phone Type: CELL ▾

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6. Review all of the information you entered. If you need to correct your contact information click on “edit”. When all information is correct, read and check the box for **Terms and Conditions**. Then click on **Create my Account**.

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Review the information below

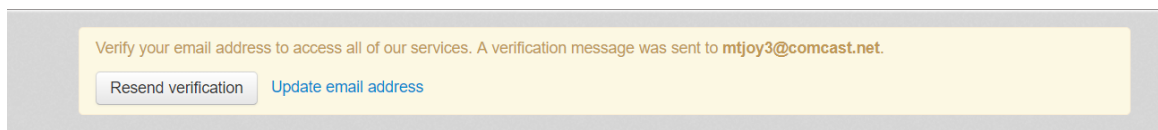
Account [edit](#)
[redacted]@comcast.net

Contact [edit](#)
CITY OF BREMERTON
345 6th St
BREMERTON, WA 98337
P: 360-473-5275

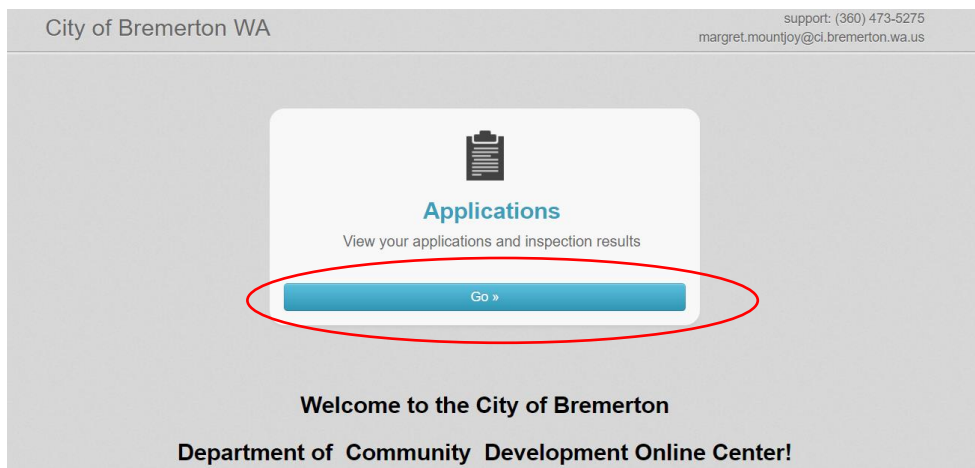
I agree to the [Terms And Conditions](#)

→ Create my Account

7. Next you will need to verify your email address. Check your email account, there will be an email from noreply@smartgovcommunity.com. This email will have a blue button with the word VERIFY on it. Click on this to verify your account.



8. After signing in, Click on Go to start the online application process.



If you need assistance with applying for Permits Online.

Please call our office at 360-473-5275

Or email us at dcd@permits@ci.bremerton.wa.us