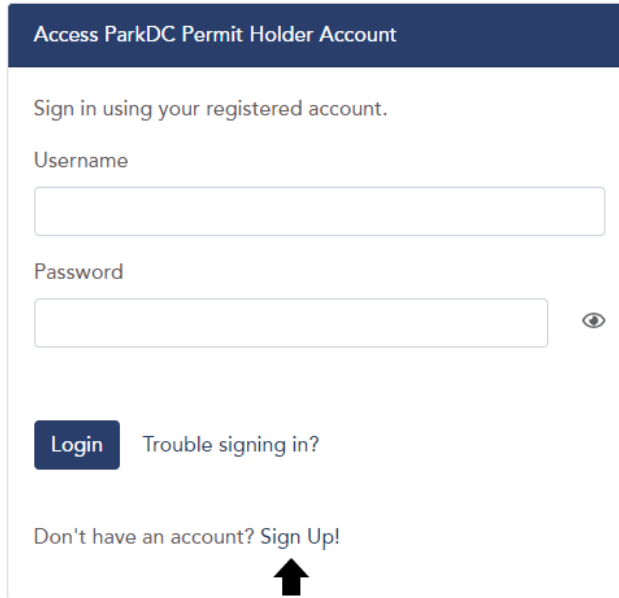


CONTRACTOR - SIGN UP

Welcome to ParkDC Permits! Here you will learn how to apply as a Contractor.

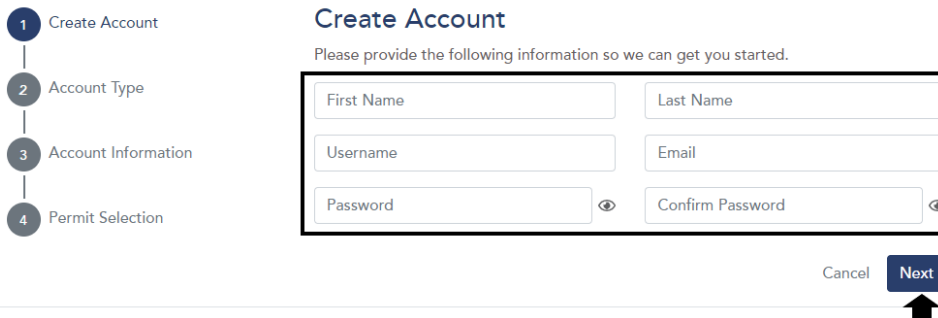
1. First, click “Sign Up!” at the bottom of the screen. You will be redirected to the “Create Account” screen.”



2. On this screen, you will need to create an account

1. Enter your first name and last name
2. Enter your Username
3. Enter your email address
4. Enter a Password and
5. Confirm the password

Once you entered the required information, then click “Next.”



continues on next page

3. Please tell us who you are by selecting all that apply. Since you are a Contractor, and you have a job in the District and need to park your vehicle, please select "Contractor."

Account Type

Please let us know who you are. (Select all that apply)

 Resident I need to have people visit me and I may visit other residents.	 Visitor Only I am visiting a friend and need to park.	 Home Health Aide I need to visit a patient.	 Contractor I need to park my vehicle(s) for a job.
--	---	---	--

Cancel

Next



continues on next page

4. Please enter the required information, including:

- Choose a security question & answer
- Enter your valid business license

Make sure the information is accurate for the system to verify your information. Click “Verify” Once you are verified, click “Next.”

Account Information

Please let us know a little more about yourself by filling out each section below.

Security Question

Please select a security question for your account. (You will need this if you call into our Help Center.)

Question

Answer

Contractor Identity

A valid business license is required in order to create your account. Enter your Business License Number below and then click "Verify".

Business License Number

5. Congratulations! You have successfully created your ParkDC Permits contractor account.

Welcome

Thank you for registering with our digital permits solution. This is your dashboard that will give you a quick view of your account.

If you need help at any time, review our tutorials or reach out to us on the "Contact Us" page.