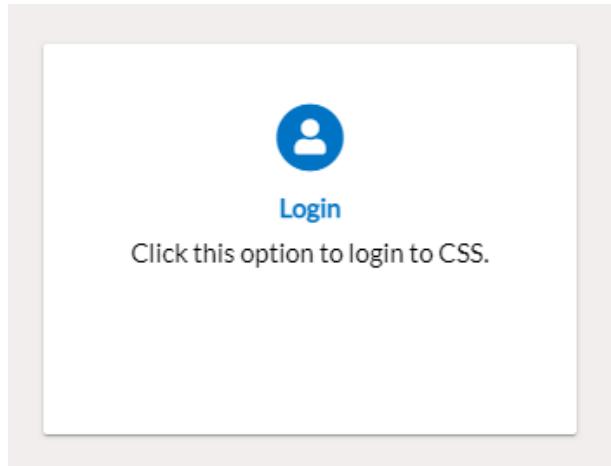


Customer Self Service (CSS) How to Print a Permit Placard

Scheduling Inspections

1. Go to: Charleston-sc.gov/permitcentercss and click on “Login.”



2. Enter in your email address you used to register and your password, and then click “Log In.” Your CAP account credentials will have moved over to CSS, so the username will be the same. The password would have been reset when you first logged in to CSS.

Log In

* Username
cityofchas

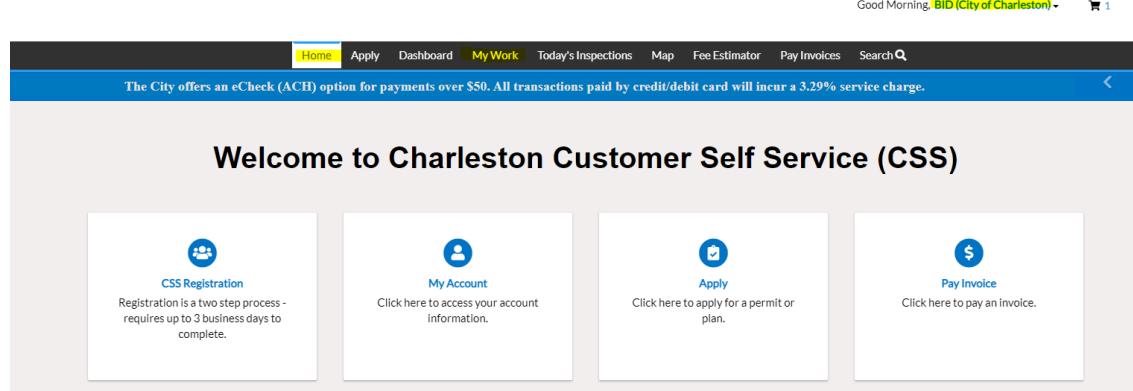
* Password
.....

Log In

Forgot your password? [Reset it](#)
Forgot your username? [Email it](#)
Don't have an account yet? [Register Here](#)

2 – City of Charleston – CSS – How to Print a Permit

3. Once you are logged in, it will still show the Home page, but it should now show that you are signed in. You will need to click over to the My Work tab to bring up all open permits associated with your account.



Good Morning, BID (City of Charleston) - [Logout](#)

The City offers an eCheck (ACH) option for payments over \$50. All transactions paid by credit/debit card will incur a 3.29% service charge.

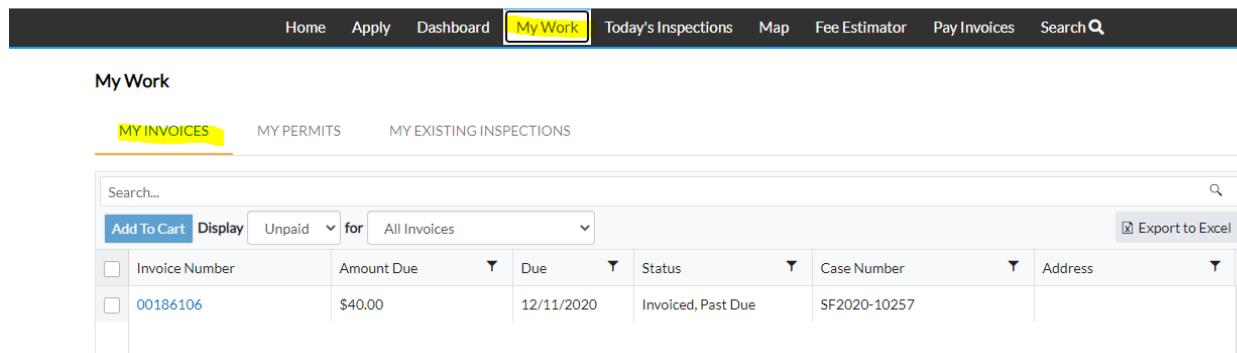
Welcome to Charleston Customer Self Service (CSS)

CSS Registration
Registration is a two step process - requires up to 3 business days to complete.

My Account
Click here to access your account information.

Apply
Click here to apply for a permit or plan.

Pay Invoice
Click here to pay an invoice.



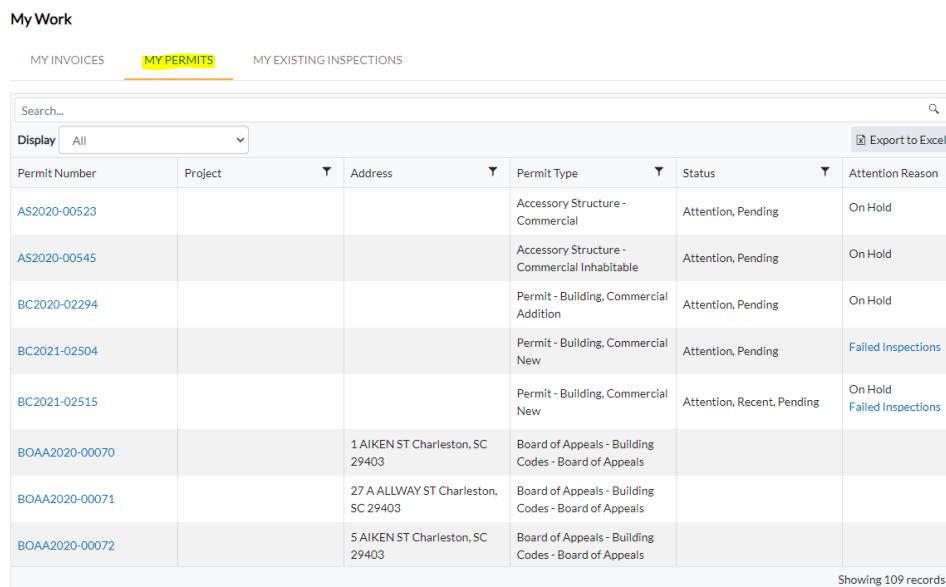
Home Apply Dashboard **My Work** Today's Inspections Map Fee Estimator Pay Invoices Search

My Work

MY INVOICES **MY PERMITS** **MY EXISTING INSPECTIONS**

Invoice Number	Amount Due	Due	Status	Case Number	Address
00186106	\$40.00	12/11/2020	Invoiced, Past Due	SF2020-10257	

4. A new page will appear listing the invoices associated with your account. You will need to click over to the My Permits tab from the My Invoices tab to see the list of permits.



Home Apply Dashboard My Work Today's Inspections Map Fee Estimator Pay Invoices Search

My Work

MY INVOICES **MY PERMITS** **MY EXISTING INSPECTIONS**

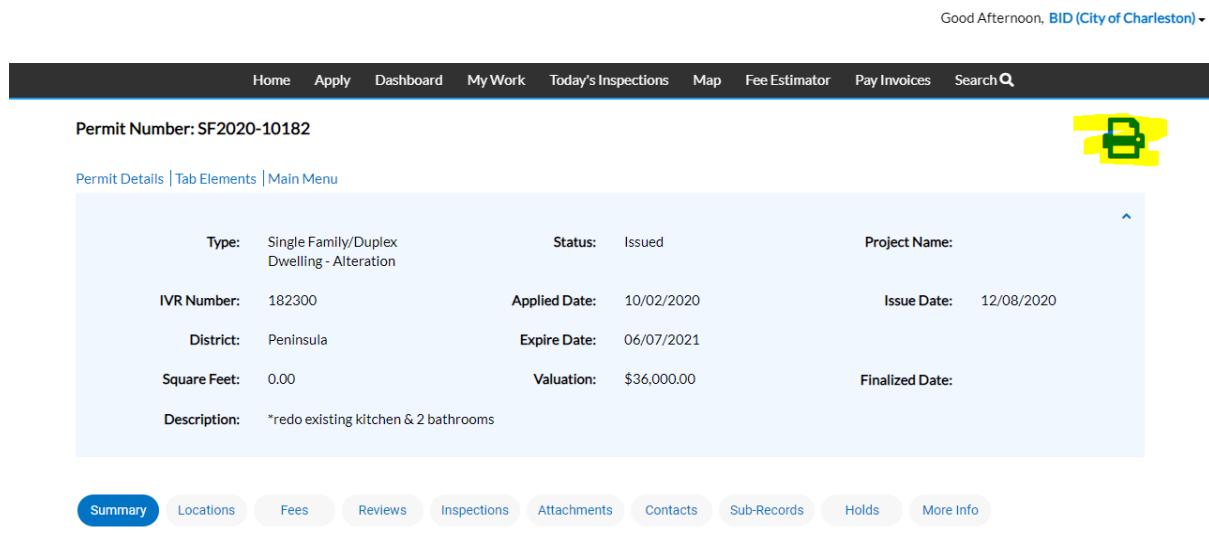
Permit Number	Project	Address	Permit Type	Status	Attention Reason
AS2020-00523			Accessory Structure - Commercial	Attention, Pending	On Hold
AS2020-00545			Accessory Structure - Commercial Inhabitable	Attention, Pending	On Hold
BC2020-02294			Permit - Building, Commercial Addition	Attention, Pending	On Hold
BC2021-02504			Permit - Building, Commercial New	Attention, Pending	Failed Inspections
BC2021-02515			Permit - Building, Commercial New	Attention, Recent, Pending	On Hold Failed Inspections
BOAA2020-00070		1 AIKEN ST Charleston, SC 29403	Board of Appeals - Building Codes - Board of Appeals		
BOAA2020-00071		27 A ALLWAY ST Charleston, SC 29403	Board of Appeals - Building Codes - Board of Appeals		
BOAA2020-00072		5 AIKEN ST Charleston, SC 29403	Board of Appeals - Building Codes - Board of Appeals		

Showing 109 records

3 – City of Charleston – CSS – How to Print a Permit

- Once you select a permit from the list, it will bring up a Permit Details page. Locate the printer icon on the top right of the page.

Good Afternoon, BID (City of Charleston) ▾



Permit Number: SF2020-10182

Type: Single Family/Duplex Dwelling - Alteration Status: Issued Project Name:

IVR Number: 182300 Applied Date: 10/02/2020 Issue Date: 12/08/2020

District: Peninsula Expire Date: 06/07/2021

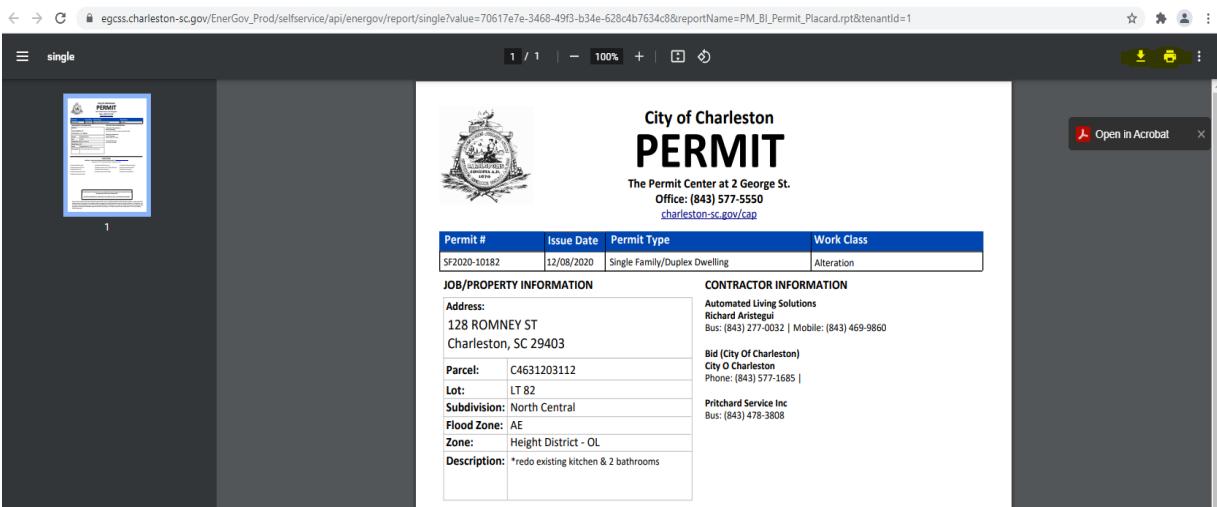
Square Feet: 0.00 Valuation: \$36,000.00 Finalized Date:

Description: *redo existing kitchen & 2 bathrooms

Summary Locations Fees Reviews Inspections Attachments Contacts Sub-Records Holds More Info

Progress Workflow Available Actions

- Click the printer icon. This will open a new page that contains the permit placard. From there, you should be able to download or print off the placard.



single

1 / 1 - 100% +

City of Charleston
PERMIT
The Permit Center at 2 George St.
Office: (843) 577-5550
charleston-sc.gov/cap

Permit #	Issue Date	Permit Type	Work Class
SF2020-10182	12/08/2020	Single Family/Duplex Dwelling	Alteration

JOB/PROPERTY INFORMATION

Address:	128 ROMNEY ST
	Charleston, SC 29403
Parcel:	C4631203112
Lot:	LT 82
Subdivision:	North Central
Flood Zone:	AE
Zone:	Height District - OL
Description:	*redo existing kitchen & 2 bathrooms

CONTRACTOR INFORMATION

Automated Living Solutions
Richard Aristegui
Bus: (843) 277-0032 Mobile: (843) 469-9860
Bid (City of Charleston)
City of Charleston
Phone: (843) 577-1685
Pritchard Service Inc
Bus: (843) 478-3808

Open in Acrobat