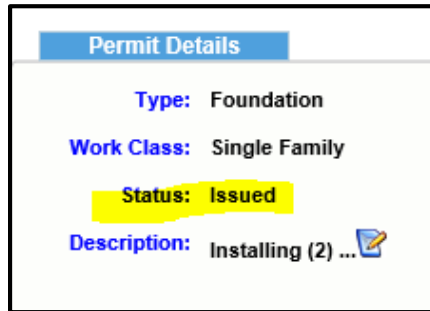


How to Print a Permit Placard

1. After you have paid for your permit, open the permit from your home page.

Permit Number	Type	Work Class	Status	ApplyDate	Issued
FND2020-00127	Foundation	Single Family	Issued	03/18/2020	03/18/2020
SOLR2019-00726	Solar Panels - Single Family/Duplex Dwelling	New	Applied	11/19/2019	11/19/2019
	Mechanical - Single				

2. Once you are in your permit, confirm that the permit status reads *Issued*



3. On the right side of your screen, next to the subscribe button, you will see a printer icon. Click the printer icon and a new page will open.



4. Click the new tab that has opened. Your permit should be available to print from this screen.



***If you received this popup when you first click the printer icon, *click show all content*. This will allow for the new tab to open in your browser**

