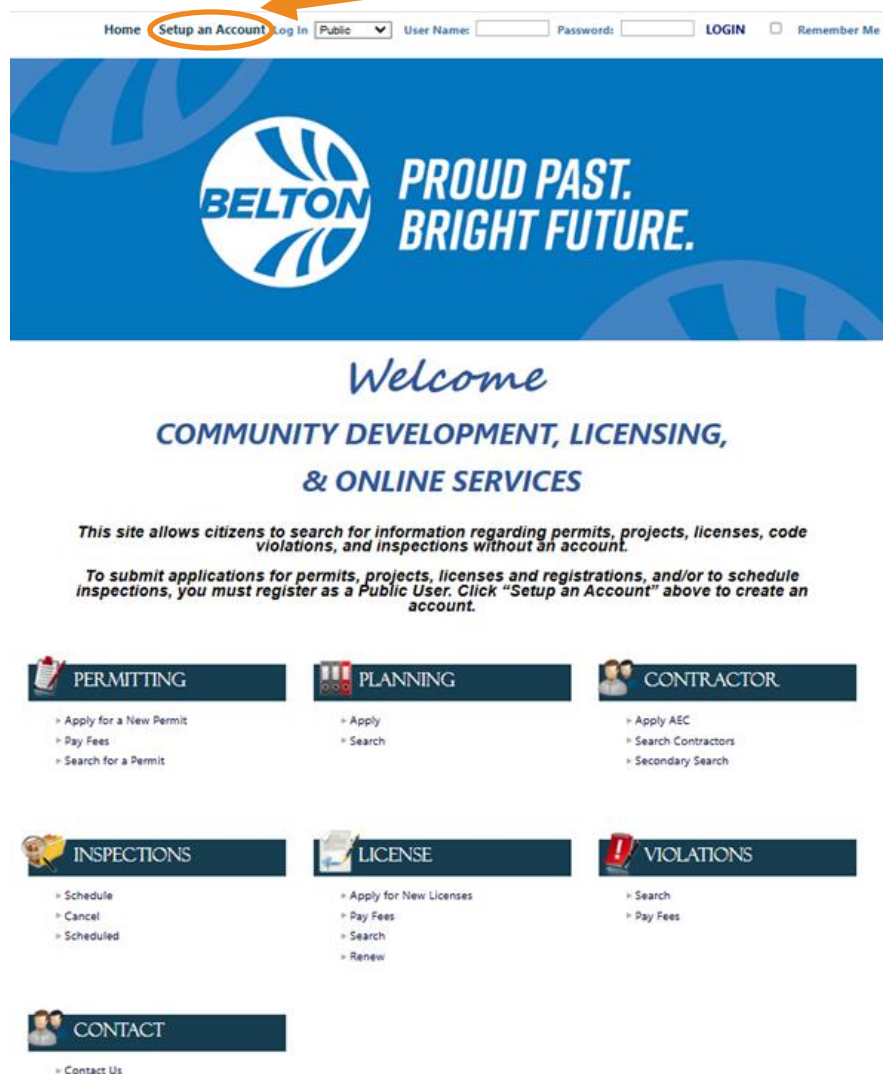




eTRAKiT Registration for Public Users (all users)

The following process outlines the steps to registering as a new user in eTRAKiT. Registration is required prior to submitting any new applications for licenses, permits, and planning projects.

1. In **eTRAKiT** (<https://belt.csqrccloud.com/community-ettrakit/>):
 - If you are submitting an application for a license, permit, or project, click **“Setup an Account”** in the upper left of the screen.



2. Complete the required fields to create a new account.
3. After all required information has been completed, click “Create Account.”
4. Click “Continue.” Once your account has been created you will have access to “My Dashboard.” The Dashboard will allow you to apply for new permits, planning projects, licenses, and schedule inspections.