



User Account Registration Process for Citizen Access

Supported Browsers: Microsoft Internet Explorer 11, Microsoft Edge 38, Firefox 47, Safari 10, Google Chrome 55, Opera 29

Open your web browser and navigate to: <https://aca.accela.com/Timnath/default.aspx>



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[Register for an Account](#)

To create a user account in Citizen Access, click on the Register for an Account hyperlink in the upper right-hand corner of the Home page,

Accessibility Support

[Register for an Account](#)

[Login](#)

or, click on the New Users: Register for an Account hyperlink under the Login box on the right-hand side of the page.

Remember me on this computer

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[New Users: Register for an Account](#)

After reading the General Disclaimer, click on the check box to accept the terms to access Citizen Access and click the Continue Registration button to continue the registration process.

Account Registration

You will be asked to provide the following information to open an account:

- Choose a user name and password
- Personal and Contact Information
- License Numbers if you are registering as a licensed professional (optional)

Please review and accept the terms below to proceed.

General Disclaimer

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I have read and accepted the above terms.

[Continue Registration »](#)

Fill-out the required information in the registration form. Fields marked with an asterisk (*) are required and must be entered.

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Account Registration Step 2: Enter/Confirm Your Account Information

Login Information

Enter your User Name and Password. You must also enter a unique email address

* User Name: ?

* E-mail Address:

* Password: ?

* Type Password Again:

* Enter Security Question: ?

* Answer: ?

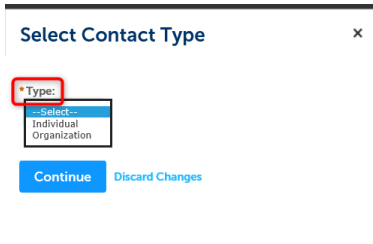
To add contact information to the registration form, click Add New.

Contact Information

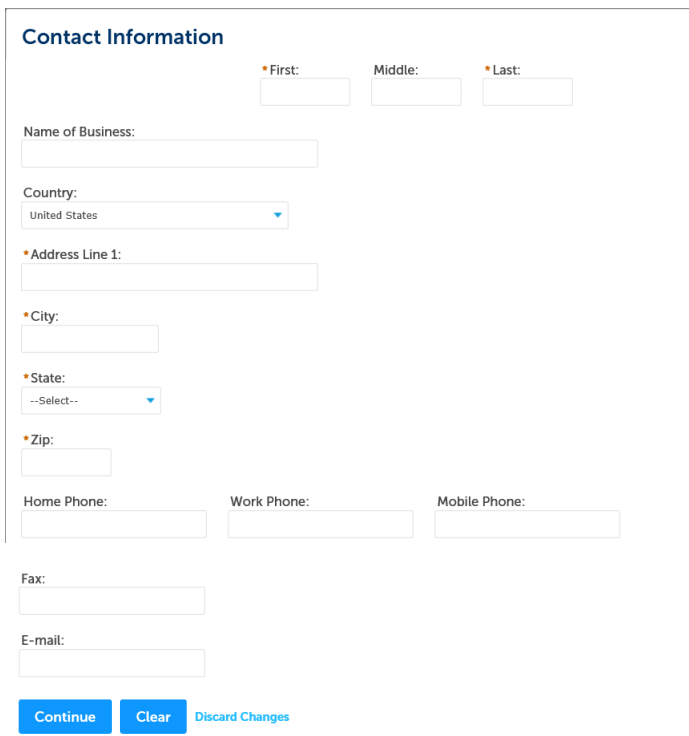
Please select whether you are registering as an individual or as an organization (business) and enter your contact information.

Add New

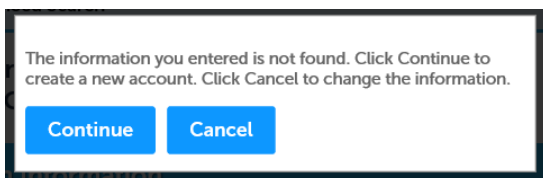
You will be asked to select a contact type of individual or organization. Choose the type and press Continue.



You will see a pop-up window in the middle of the screen where you fill-out your contact information. Fields marked with an asterisk (*) are required and must be entered. Enter the required information and press Continue.



Once you have filled out your contact information, click Continue. If you have never created an account in Citizen Access under this contact information, you will see the following prompt - Click Continue. The system is acknowledging that your contact information does not currently exist in our database.



After you have filled out and reviewed the entire registration form, click the Continue Registration button to complete the registration process. You will see confirmation that your account has been created

Home Planning Complaints

Advanced Search



Your account has been created successfully. You can login immediately using your User Name and Password

You can login by Pressing Home then the Login link in the upper right corner



[Register for an Account](#) [Login](#)

Enter your credentials and Login to utilize the Citizen Access system

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Advanced Search

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