



# City of Laguna Niguel's New Permit System

## How To Register for the City of Laguna Niguel Online Permit Center

All customers must register with the new permit system. After registering for an account, you will be able to apply online, pay invoices, view your permit status, and request inspections from a personalized dashboard.

Follow the instructions below to register for an account.

1. Navigate to the Laguna Niguel Permit Center page by clicking [HERE](#) then click **Login or Register** in the top right corner.
2. From the new screen click **Create an account** (please see below).
3. Type your email, name, phone number, and password into the boxes provided and click **Sign up**.

Sign in to community access services.

OR

Email address

Keep me signed in

Next

Unlock account? Help

Create an account

Create an account

First name

Last name

Mobile phone Optional

Password

Password requirements:

- At least 8 characters
- A lowercase letter
- An uppercase letter
- A number
- No parts of your username

Sign up

Already have an account?

4. If the system matches you with an existing contact, you will be prompted to enter a password or to receive a link to sign in, as shown on the screen on the lower right. If you have forgotten your password, click the link to reset it as shown in the screen on the lower left.

Verify It's you with a security method

@gmail.com

Select from the following options

Email  Select

Password  Select

Back to sign in

Verify with your password

@builder@gmail.com

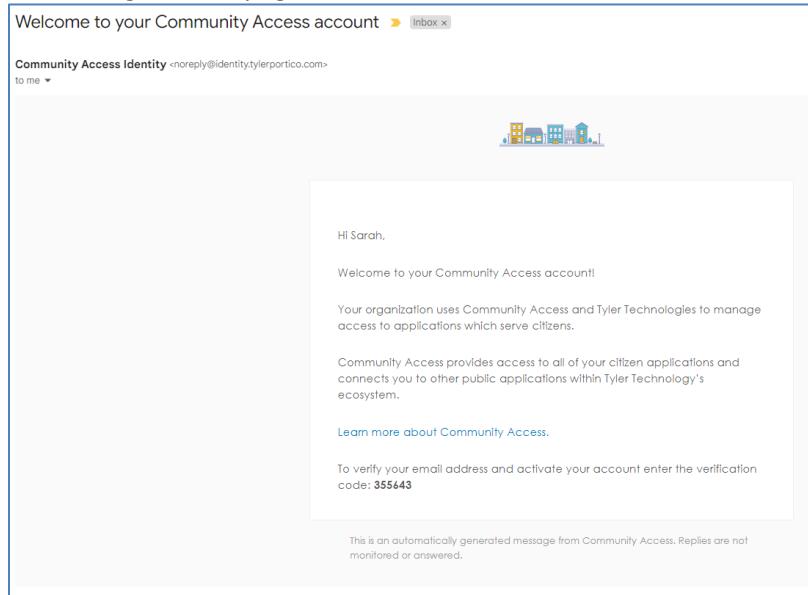
Password

Verify

Forgot password?

Back to sign in

If after clicking Sign Up in Step 3, the system does not match you with an existing account, you will receive an email containing a verification code to proceed to create a new account. Enter the code from the email received onto the Registration page.



5. Once you have returned to the Permit Center registration page, complete the four steps shown below to complete your registration. Required fields are noted with an asterisk.

6. You have now completed the registration request process. You will receive an email confirming your account and will be directed to your Dashboard in the Laguna Niguel Online Permit Center.

