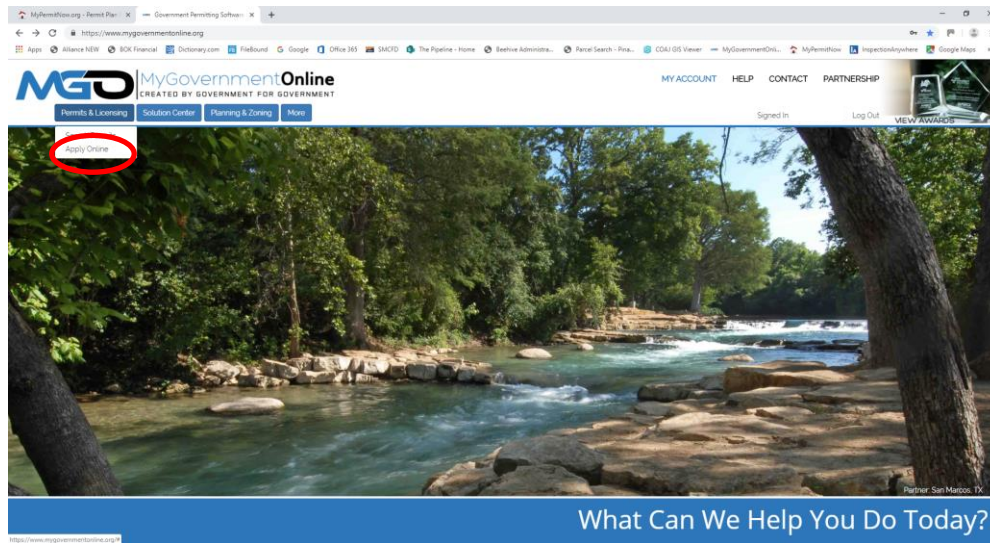


1. Log into your account at MyGovernmentOnline. If you don't yet have an account, see [Create an Account](#).
2. Under Permits & Licensing, select Apply Online



3. Complete the next screen as shown below. Fields marked with a red asterisk are required.

Apply Online

Jurisdiction and Request Type *

Some jurisdictions do not accept online applications.
If your jurisdiction or jurisdiction's department is not listed please contact that jurisdiction directly for their application procedure.

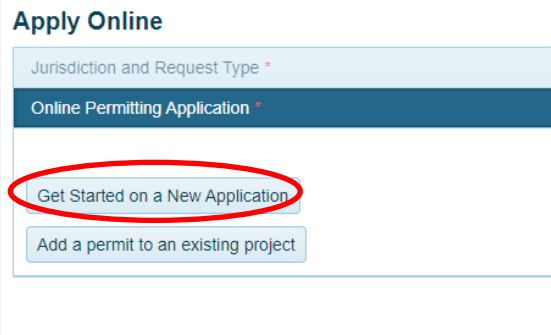
Country: * State: *

Jurisdiction: *

Project Type: *

- a. Then click Next.

4. Select Get Started on a New Application



Apply Online

Jurisdiction and Request Type *

Online Permitting Application *

Get Started on a New Application

Add a permit to an existing project

5. Select the appropriate permit type:



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Permits & Licensing Solution Center Planning & Zoning More

Apply Online

Jurisdiction and Request Type *

Online Permitting Application *

Select an Application Type

Select an Application Type: *

- Select an Option - Please select an option

- Select an Option -

Change in Connection Application

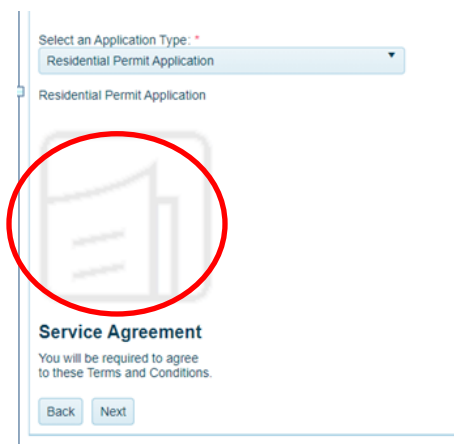
Commercial Permit Application

Infrastructure Permit Application

Residential Permit Application

Sewer Service Inquiry

6. Review the District's Service Agreement by clicking on the document image below.



Select an Application Type: *

Residential Permit Application

Residential Permit Application

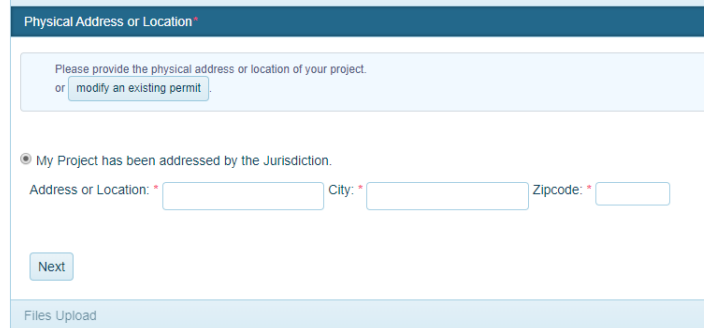
Service Agreement

You will be required to agree to these Terms and Conditions.

Back Next

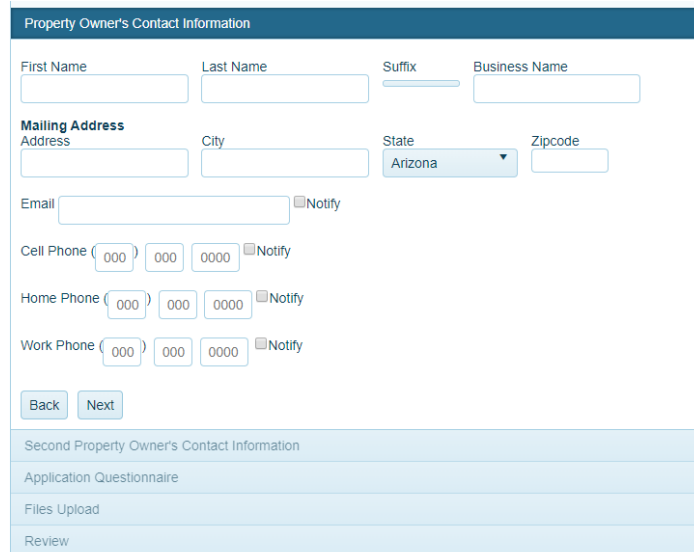
- Press the Esc key on your keyboard to close the Service Agreement.
- Then click Next.

7. Provide the address of your property. If no address has been assigned, provide the nearest cross streets.



- a. Then click Next.

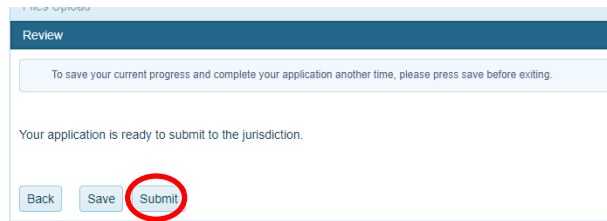
8. Provide contact information for the Property Owner in the next section. *If there is a preferred means of communication, select the Notify box to the right of that selection. If there is no preference, leave the Notify boxes blank.*



- a. Then click Next.

9. If available, please provide contact information for the following:
- Applicant, if you are not the Property Owner;
 - Developer of the project or property;
 - Contractor who will be responsible for the sewer connection;
 - Tenant who will ultimately occupy the property;
 - Second Property Owner, if there is another party who has ownership interest in this property;
- f. Then click Next.

12. Submit your Application.



The screenshot shows a web interface for reviewing an application. At the top, there is a dark blue header with the word "Review" in white. Below the header, a light blue box contains the text: "To save your current progress and complete your application another time, please press save before exiting." Underneath this, the text reads: "Your application is ready to submit to the jurisdiction." At the bottom of the interface, there are three buttons: "Back", "Save", and "Submit". The "Submit" button is highlighted with a red circle.

Please allow 3 business days for a response from the District.