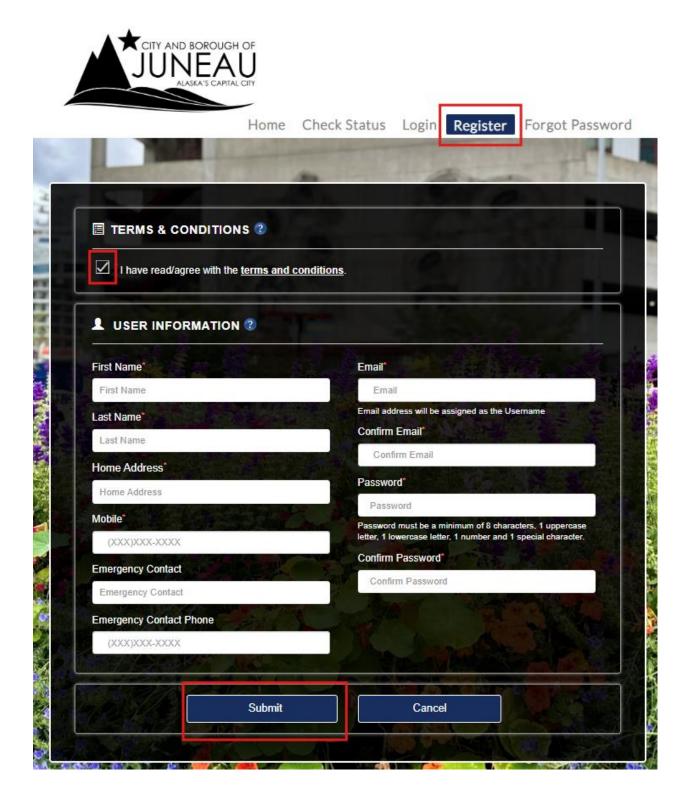
# Welcome to the Online Permit Application System for the City and Borough of Juneau

# Register

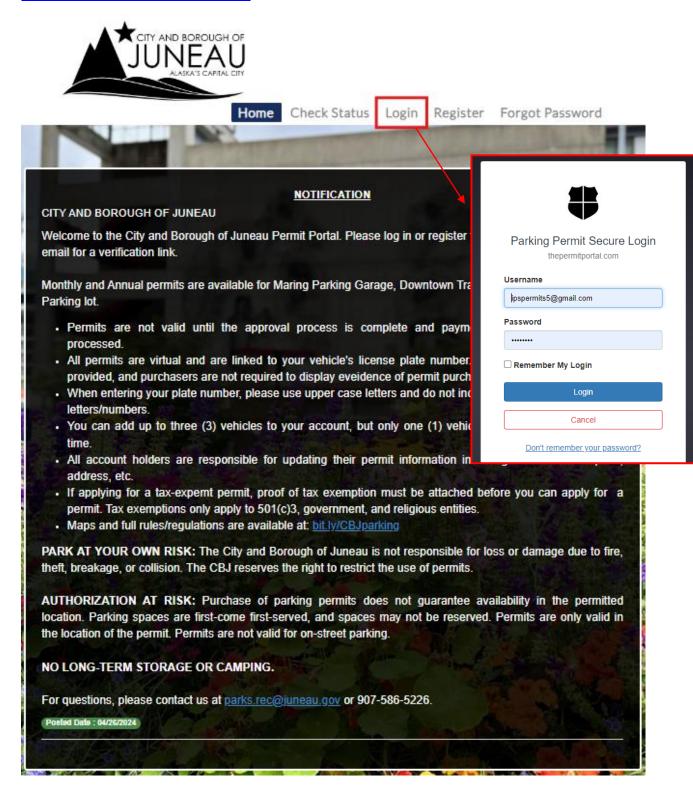
Visit <a href="https://juneau.thepermitportal.com/">https://juneau.thepermitportal.com/</a> and Register. Enter your User Information in the fields below and accept the Terms & Conditions. Continue to <a href="Submit">Submit</a>. Once you submit you will receive an email to verify your email and continue to login.



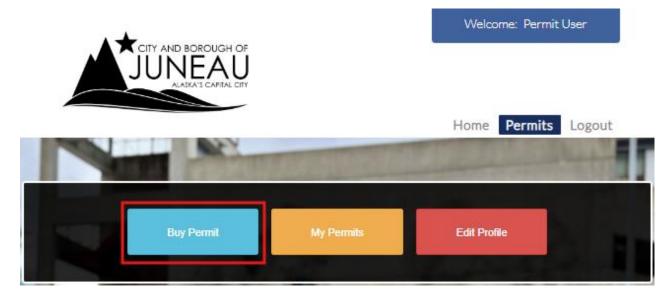
### Login

Login using your email address as the Username and enter the password you created during registration.

https://juneau.thepermitportal.com/

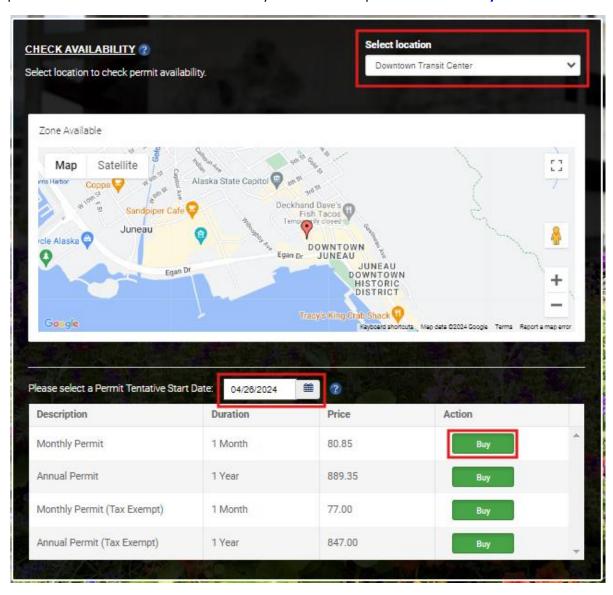


Once logged in, select **Buy Permit**.

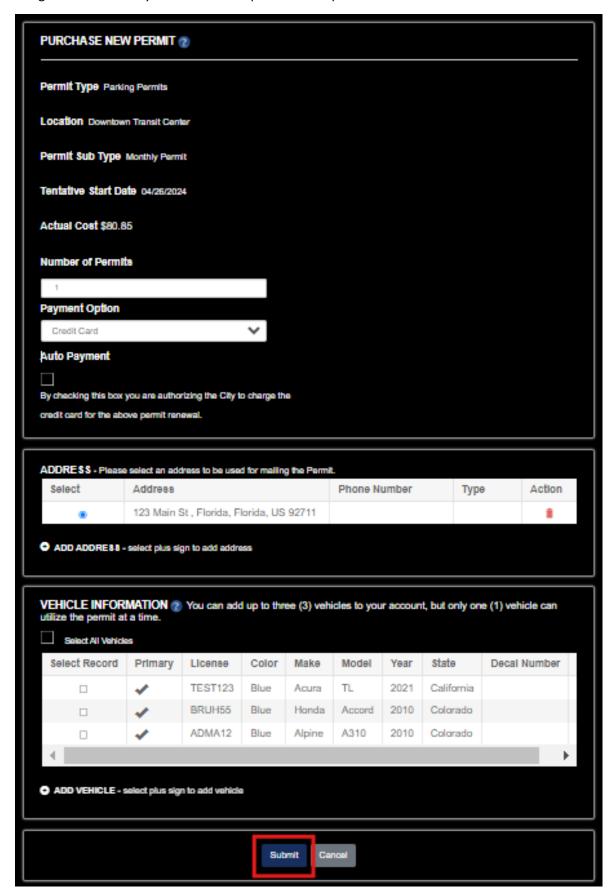


## **Permit Application**

On the following page proceed to **Select Location** from the list and select the permit type you would like to purchase. Choose the Tentative Start Date you need for the permit and select **Buy**.



Complete the permit application below by entering all fields listed, add or select an address as well as selecting the vehicle that you would like to purchase the permit for and **Submit**.

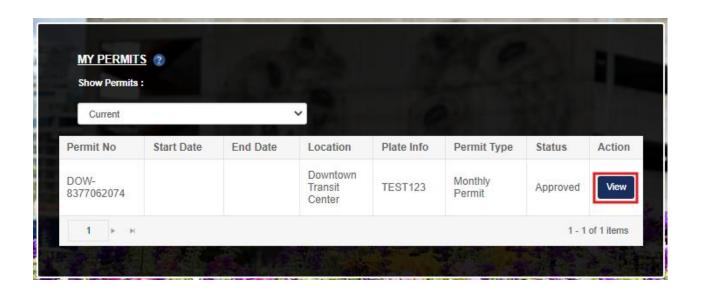


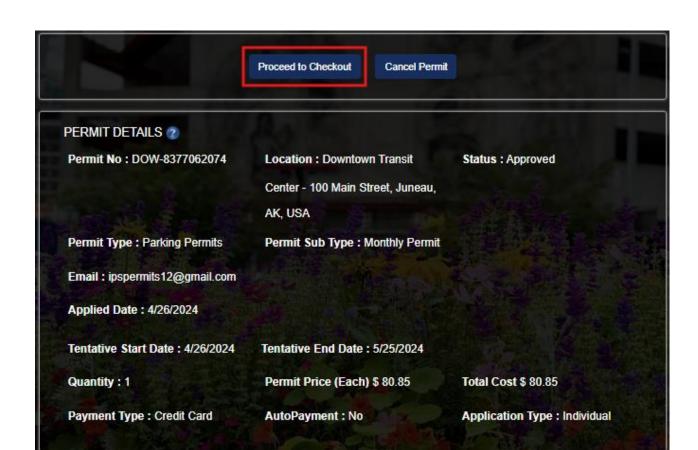
# **Proceed to Payment**

Once you Submit the permit application, your will receive an email confirmation. If approval is required, you will receive an email once it is approved with payment instructions.

**To make payment**, log in and go to My Permits. Select to View Approved permit and Proceed to Checkout. **Permits are not valid until payment is made.** 

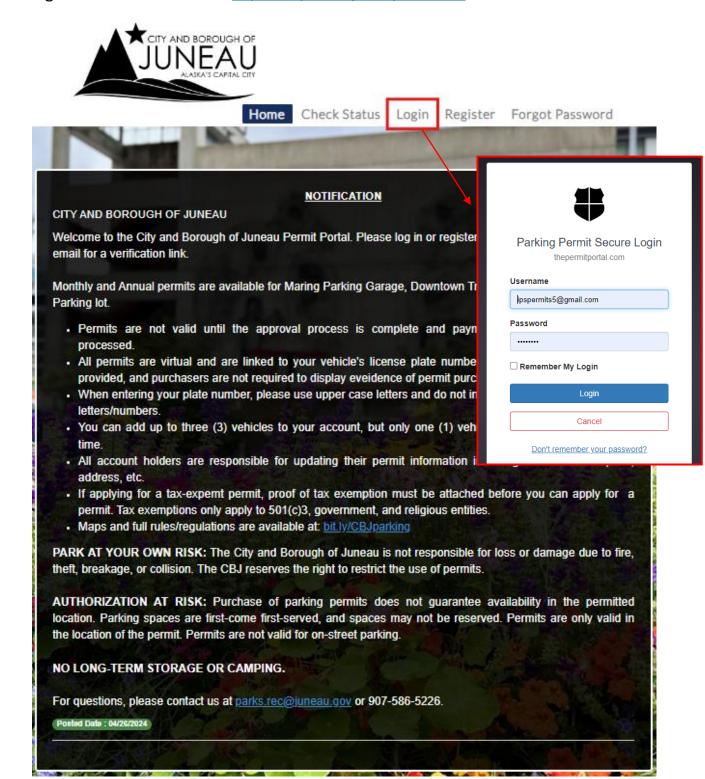




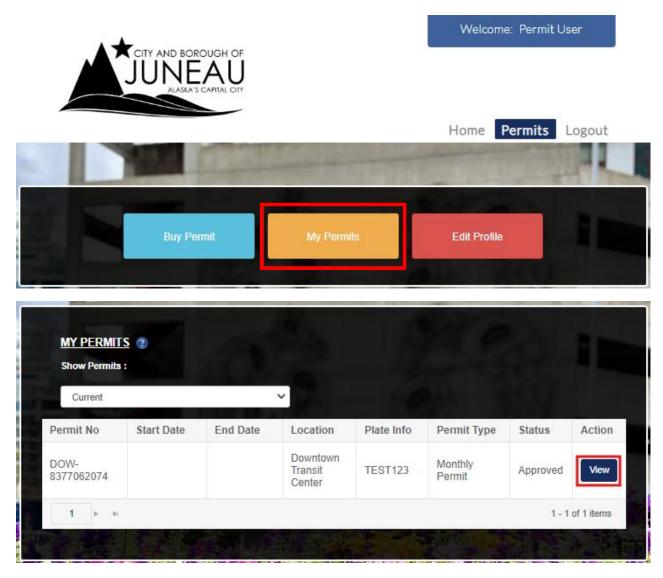


## **Updating Vehicles**

Login to the Permit Portal: https://sacpark.thepermitportal.com/

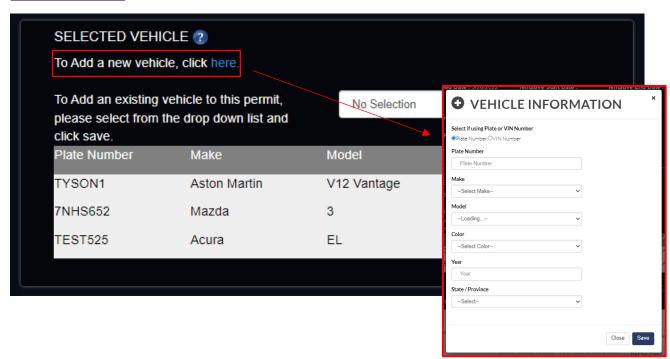


Go to My Permits and select to View the permit for which you would like to update the vehicle.

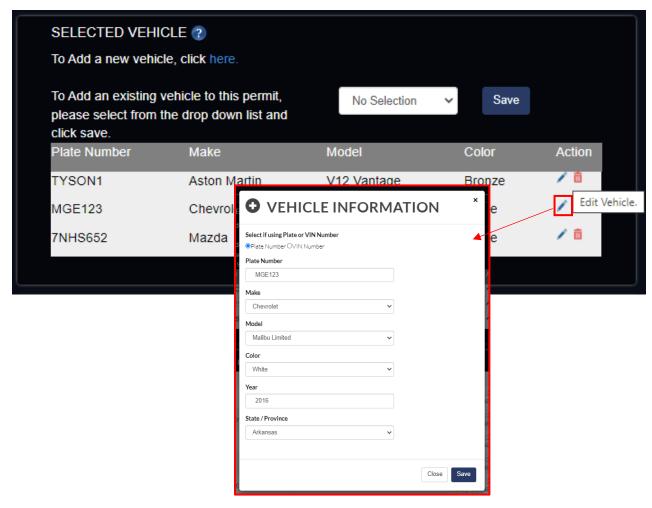


In the Permit Details page, scroll down to the Selected Vehicle section. Here you will be able to:

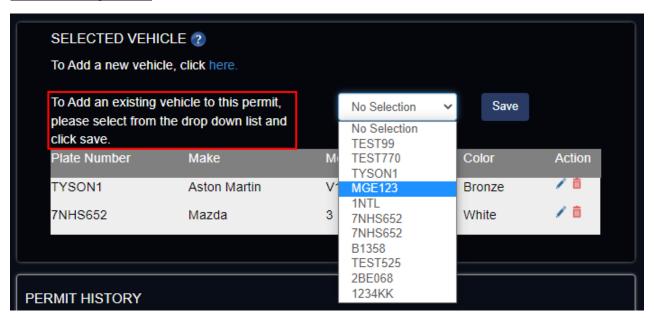
## Add a New Vehicle



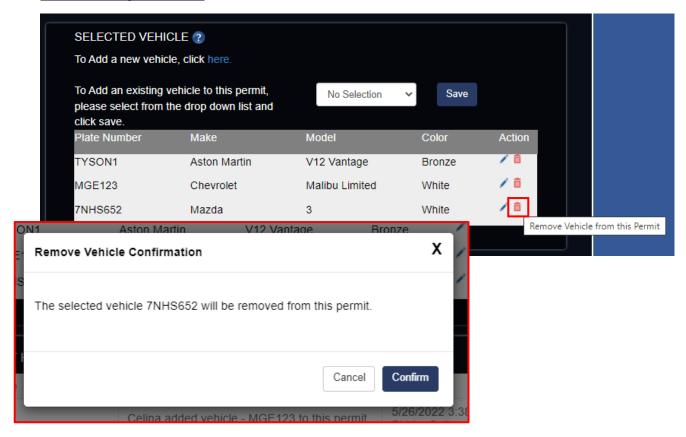
#### **Edit an Existing Vehicle**



#### Add an Existing Vehicle



#### **Delete an Assigned Vehicle**



# Questions

Feel free to contact us at the number below for any questions.

Email: <a href="mailto:parks.rec@juneau.gov">parks.rec@juneau.gov</a>
Phone Number: 907-586-5226.