How to **REGISTER** on MIAMI BEACH Citizen Access Portal (CAP)

**How to Register**

The CAP can be accessed from the following URL: [https://eservices.miamibeachfl.gov/EnerGovProd/CitizenAccess/Site/Public/Main](https://eservices.miamibeachfl.gov/EnerGovProd/CitizenAccess/Site/Public/Main)

From the CAP home page, click the Register option located at the bottom right corner of the banner.

On the New Registration page, enter user details and address information in the required fields that are asterisked * on the form. For Address Type, please select MAILING as this is where all correspondence will be mailed.

On the bottom of the screen, enter the Captcha value in the text box provided exactly as it is displayed, then click the Submit button. A confirmation will be sent to the e-mail registered once the account is approved.

Exit the application and wait until a confirmation email is received.