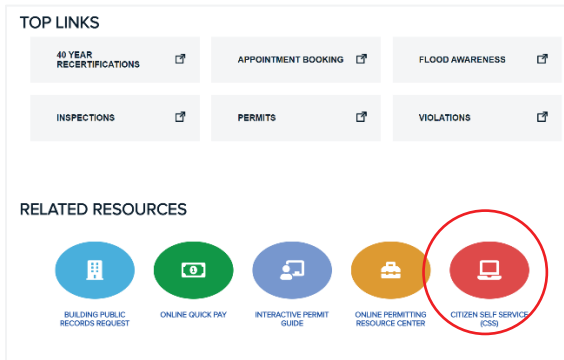
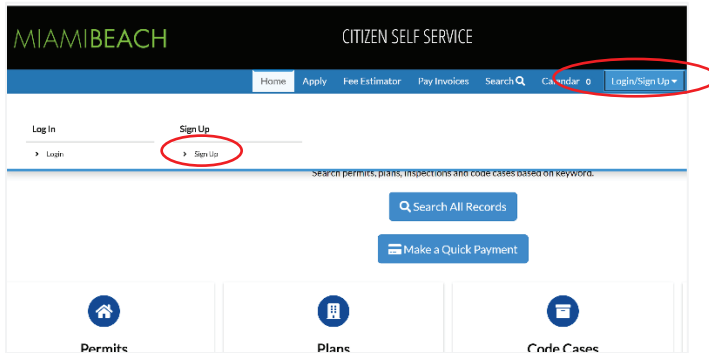


Creating a Citizen Self Service (CSS) Account

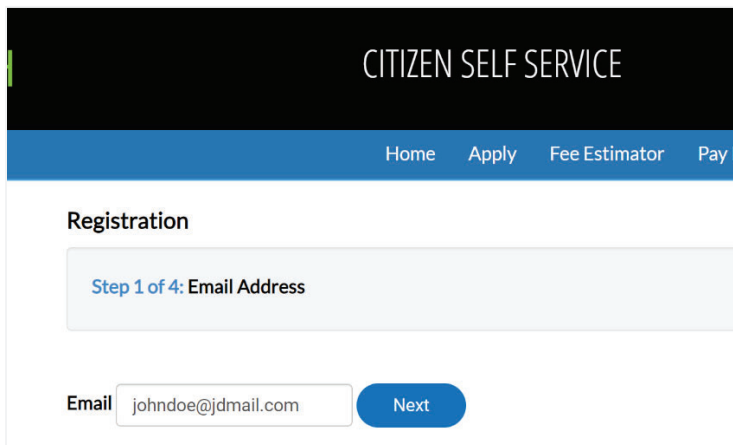
1. Go to <https://www.miamibeachfl.gov/city-hall/building/> and click on the [Citizen Self Service \(CSS\)](#) icon within Related Resources.



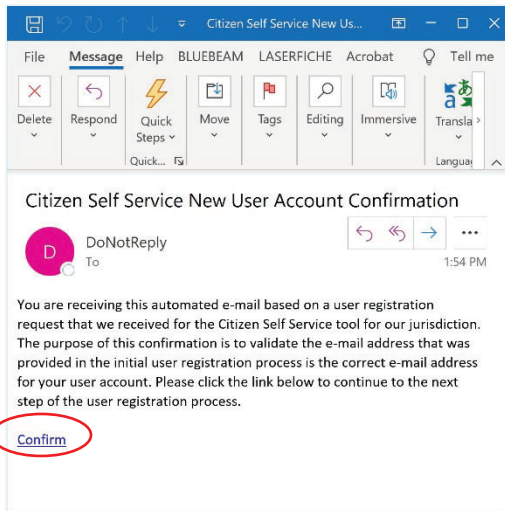
2. Click **Login/Sign Up>Sign Up** to create an account.



3. Enter your email address and click **Next**. You will receive an email to confirm you email address.



- From the email, click **Confirm**.



- Enter a user name and password. Then, click the check box next to **"I'm not a robot"** and click **Next**.

The screenshot shows the "Registration Step 2 of 4: Login information" form. It includes a "I'm not a robot" checkbox with a green checkmark, a "REQUIRED" label, and a "Next" button. The form fields are: Username (jdoe123), Password (masked with dots), Confirm Password (masked with dots), and Email (johndoe@gmail.com). A password strength indicator shows "Strong" with a green bar.

- Enter your **First** and **Last** name. **Company** is optional. Select your **Contact Preference** and click **Next**.

The screenshot shows the "Registration Step 3 of 4: Personal Info" form. It includes fields for First Name (John), Middle Name, Last Name (Doe), Company, Contact Preference (Email), and Email Address (johndoe@gmail.com). A "REQUIRED" label is present. A "Next" button is at the bottom.

7. Enter your address and select the **Address Type**. Then, click **Submit**.

Registration

Step 4 of 4: Address

***REQUIRED**

Country Type: US

* Street Number: 1700

Street Name: Convention Center Dr

Unit Or Suite:

City: Miami Beach

State: FL

Postal Code: 33139

* Address Type: Mailing Address

[Back](#) [Submit](#)

8. You can now login to apply for a permit.