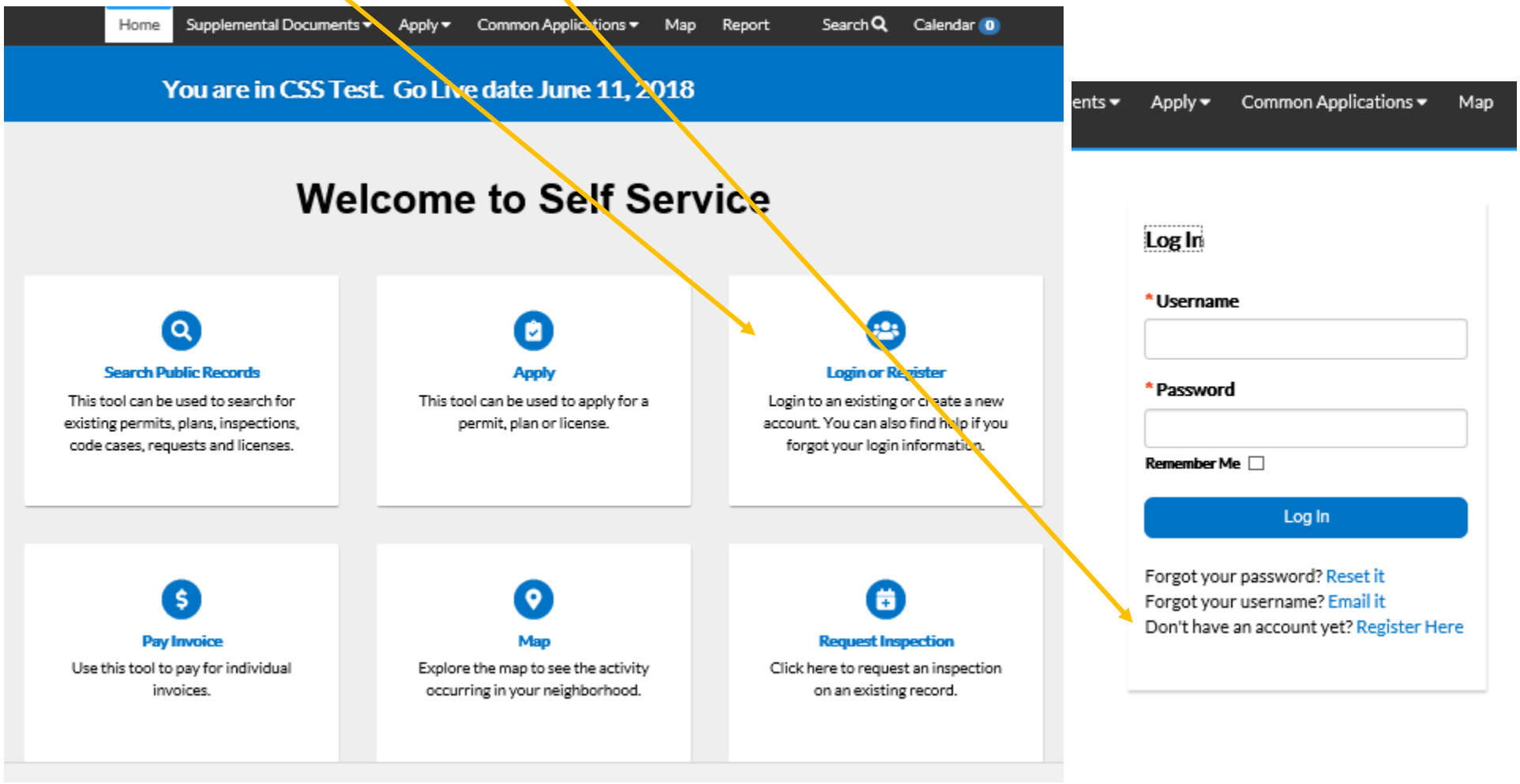
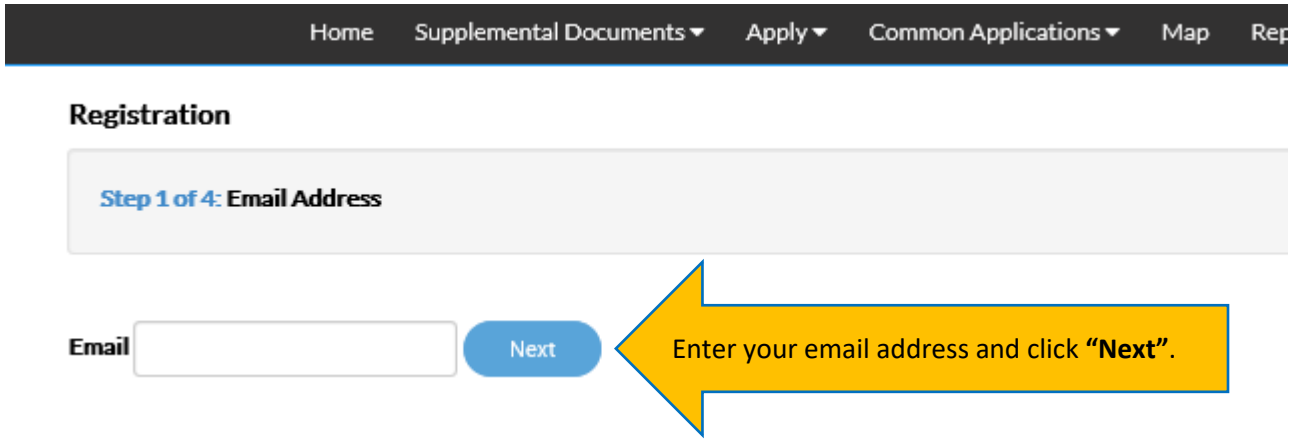
How to Register on JCC PermitLink

Access JCC PermitLink by selecting www.jamescitycountyva.gov/permitlink

STEP 1: Click **"Login or Register"**, then **"Register Here"**.

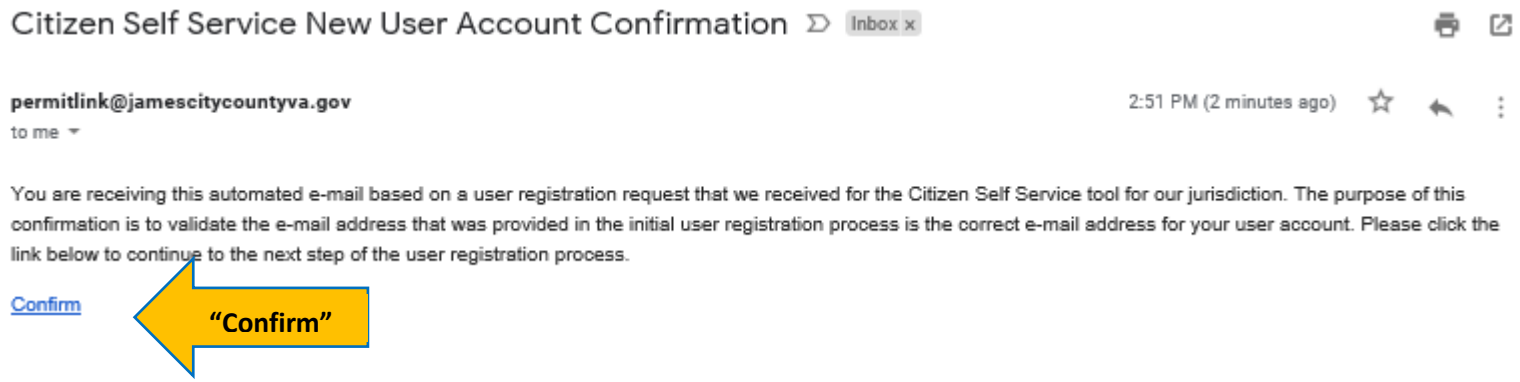


STEP 2: Add your email address and click **"Next"**. Please remember that this address will receive all JCC PermitLink notifications.

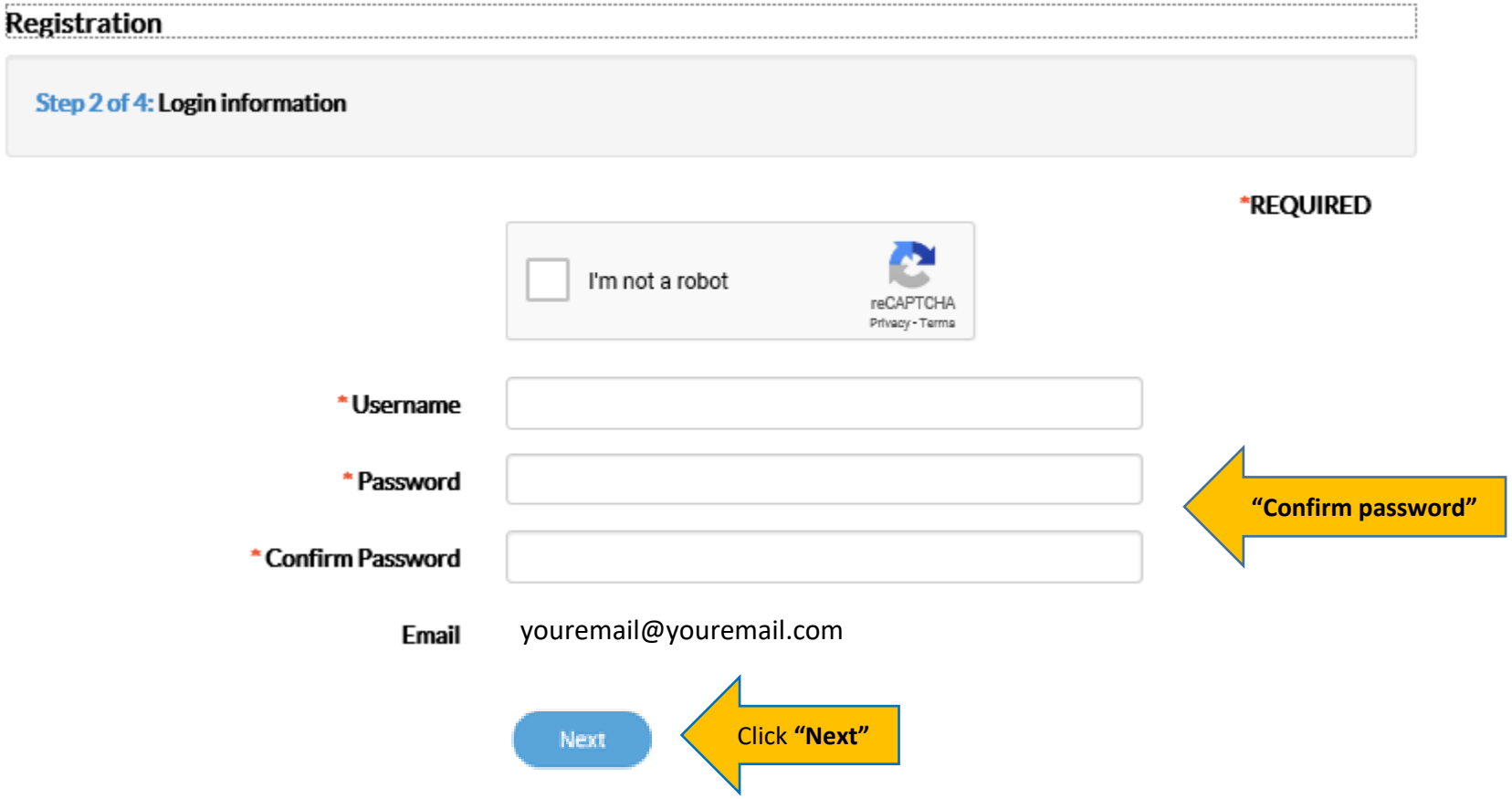


STEP 3: Please check your email for a message from permitlink@jamescitycountyva.gov. (Tip: If you do not receive this email, check your junk/spam folders. If you still do not receive the email, you may need to add this email address as a "safe sender" in your email settings).

STEP 4: Once in your email, click the **"Confirm"** link.

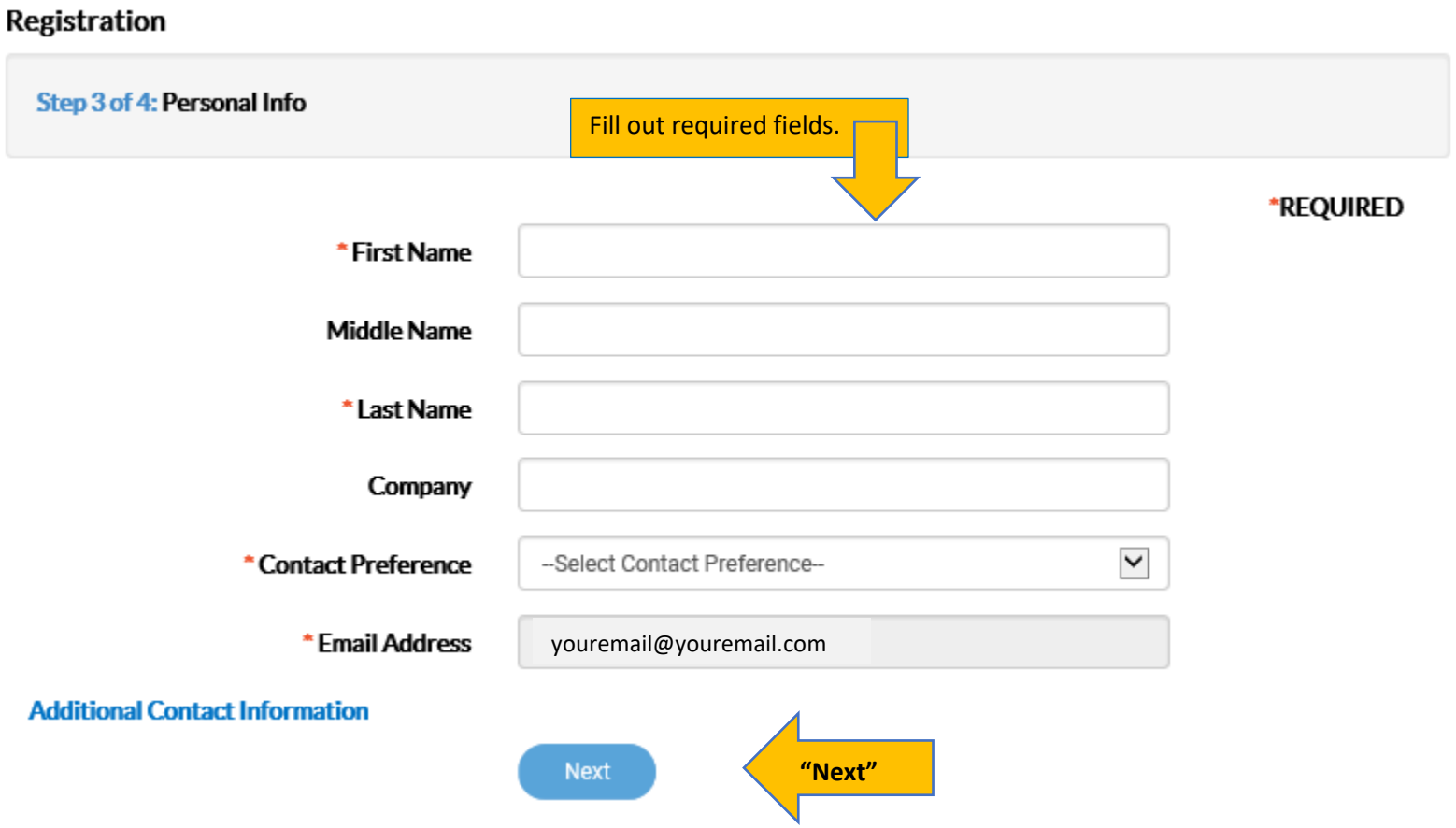
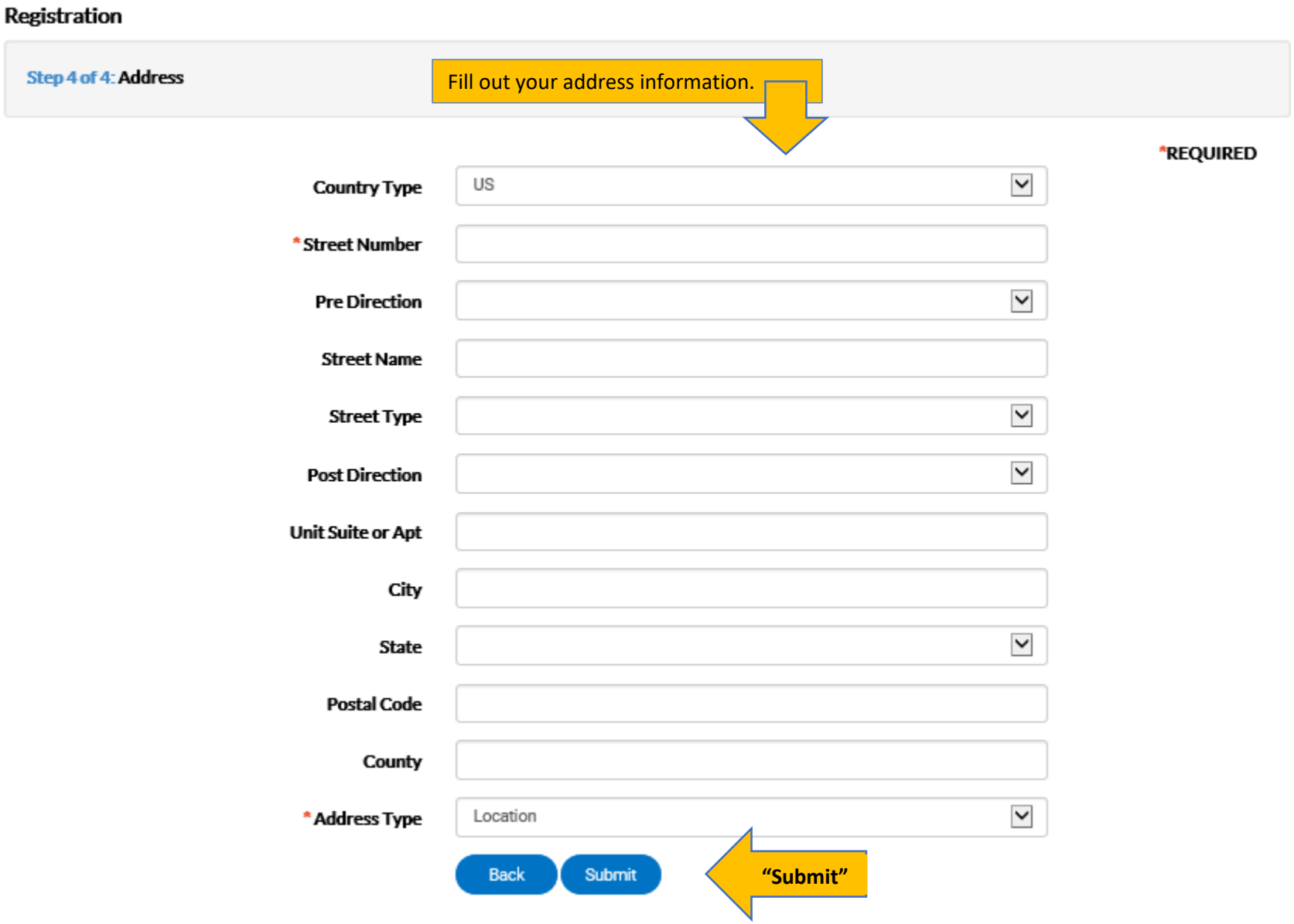


STEP 5: By confirming your email, you will be automatically prompted back into JCC PermitLink. **"Confirm Password"**, then **"Next"**.



STEP 6: Fill out the fields as indicated, then **"Next"**.

Note: If you are associated with a company, please add the name of your company. You may also provide your phone number by clicking "Additional Contact Information".



STEP 7: Fill out your address information, then **"Submit"**.