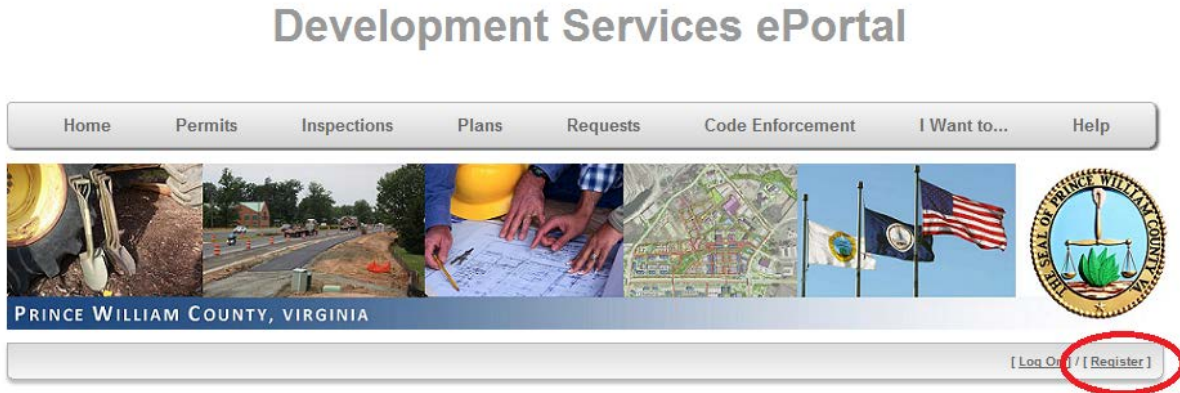


How to Register

The Development Services ePortal can be accessed from the following URL: <http://www.pwcgov.org/ePortal/>

From the ePortal web page, click the **Register** option located at the bottom right corner of the banner.



New User Registration

On the New Registration page, enter user details and address information in the required fields that are asterisked * on the form. Name and Address should be entered in CAPITAL letters. Everything else can be in lower or upper case. For Address Type, please select MAILING as this is where all correspondence will be mailed



New User Registration

User Details

First Name	<input type="text" value="ROSA"/>	Email	<input type="text" value="myname@yahoo.com"/>
Middle Name	<input type="text"/>	Confirm Email	<input type="text" value="myname@yahoo.com"/>
Last Name	<input type="text" value="MORAN"/>	Password	<input type="password" value="••••••••"/>
Company	<input type="text"/>	Confirm Password	<input type="password" value="••••••••"/>
Reg Phone	<input type="text" value="703-555-5555"/>	Contact Preference	<input type="text" value="Email"/>

Hint

Be sure your password is a minimum of (8) characters to include at least one numeric value!

User Address

Street Number	<input type="text" value="14320"/>	City	<input type="text" value="WOODBIDGE"/>
Street Name	<input type="text" value="RANDALL"/>	State	<input type="text" value="VA"/>
Suite/Unit	<input type="text"/>	Zip Code	<input type="text" value="22191"/>
Street Type	<input type="text" value="DR"/>	County	<input type="text"/>
Address Type	<input type="text" value="Mailing"/>		

Hint

Enter your house, street number, or P.O. Box in 'Street Number' field. Enter your Street Name in 'Street Name' field (i.e. 'Main' without 'ST', 'DR', 'CT' suffix) and then select 'Street Type' from dropdown list.

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.



Three *Three*

reCAPTCHA™

[Privacy & Terms](#)

Submit

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