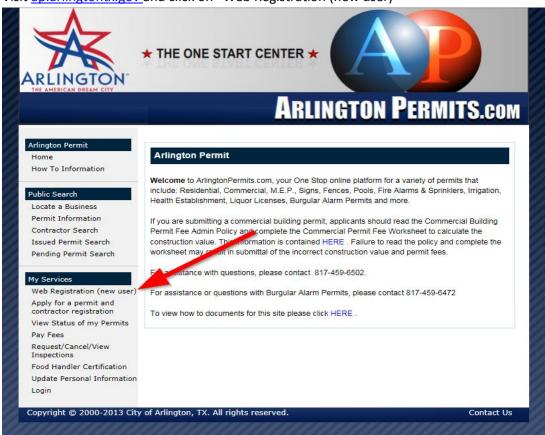# ArlingtonPermits.com (ap.arlingtontx.gov) Web Registration

Getting Started - First Time Users of ArlingtonPermits.com

1. Visit ap.arlingtontx.gov and click on "Web Registration (new user)"

2. Enter your email address in the two boxes provided and select "continue". An email will be sent to the address you entered with a link to continue the registration process. The email will come from NoReply@ArlingtonTx.gov. If you do not receive it within a couple of minutes, check your Spam/Junk folders within your email. Close your web browser before accessing that email link.
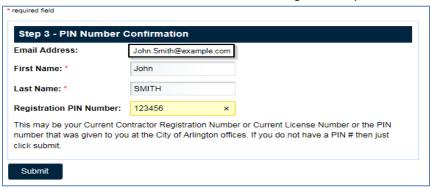
3. Click the link in the email to continue with the registration process.

Step 3 - PIN Number Confirmation

Email Address:	John.Smith@example.com
First Name: *	John
Last Name: *	SMITH
Registration PIN Number:	123456 ×

This may be your Current Contractor Registration Number or Current License Number or the PIN number that was given to you at the City of Arlington offices. If you do not have a PIN # then just click submit.

Submit

  a. If you received a document from the City of Arlington with a PIN included, you must use that PIN to register or you will not be able to see your existing permit, license, or registration.
  b.   If you are applying for a **new** permit, license or registration, please supply First Name and Last Name. A PIN is not required.

 If a matching record is found, you will be given the opportunity to register that existing record, if not, you will be able to add a new one.

Below is the people list that match the email address, the last name, and/or first name that you just input. Please select one that best matches your information to complete your registration.

People List

Name	Organization and Address	Email Address	Select
JOHN SMITH		John.Smith@example.com	Select

Do you find your registration infomation from the above list?

- If YES, please click the related "Select" button in the line to complete your registration;
- If NO, please click the button "Create a New User" below to create a brand new user.

Create a New User

4.   You will be asked to create a password and select a security question.
5. Once completed, you will either be taken to apply for a new permit, or a list of permits that are connected to your registration.

For assistance or questions please contact:
      For Burglar Alarm Permits - 817-459-6472
      For all others - 817-459-6502

Office Use Only:
      First Name:_____

      Last Name:_____

      PIN:_____