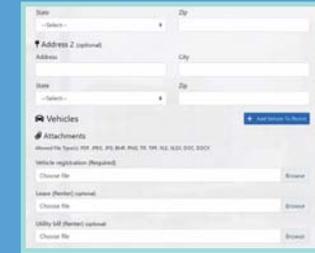


1

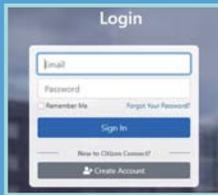
First, type the URL into your web browser: <https://www.tocite.net/adamscounty/portal>.



2

From the main screen, click **Login** to create an account. You must create an account to register and review your vehicle permits.

A valid email is required to create an account.



5

Once logged in, you can register your vehicle.

Click **View Permits**.



8

Once filled out, attach a photo of a current vehicle registration. Renters must attach a copy of their lease or a utility bill showing the address of their current residence. After all files are attached, click **Add Vehicle to Permit**.



3

Click **Create Account**.



6

Click **Register** to continue.



9

Add your vehicle information. Once completed, click **Add Vehicle to Permit**.



4

Once all information is filled out, click **Create Account** at the bottom.

7

Please fill out all sections. **Scroll down** to add more information.

10

Once completed, click **Register for Permit**. Once processing is complete you will receive a confirmation email and can view/edit all permits online.