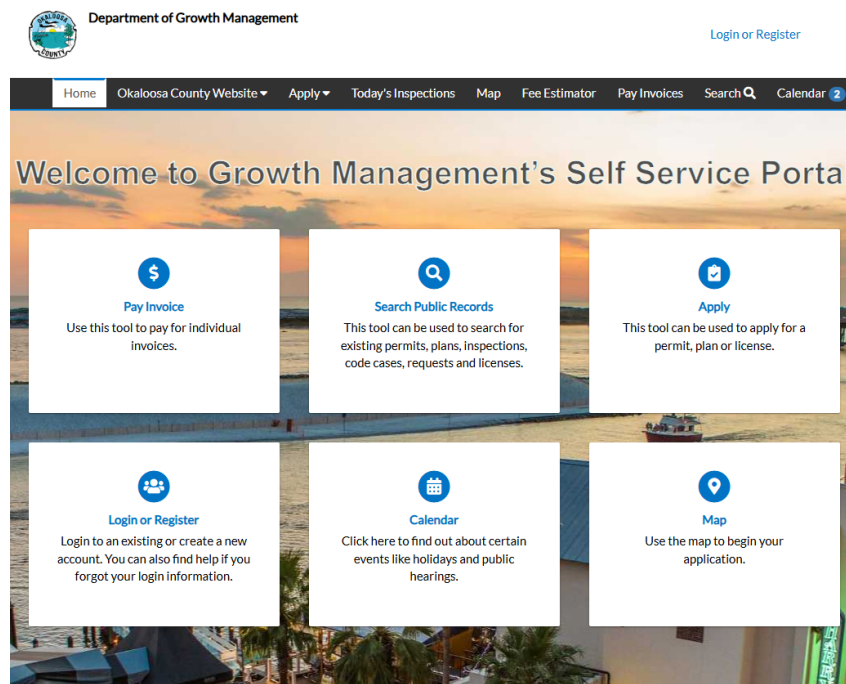


## Account Registration in Okaloosa County Growth Management's Self Service Portal

**Link to website:** [https://energovweb.myokaloosa.com/energov\\_prod/selfservice#/home](https://energovweb.myokaloosa.com/energov_prod/selfservice#/home)

### Homepage:



### Important Things to Note:

#### For Registered Contractors in Okaloosa County –

Please use the same email that is registered with us for your license; this ensures you have no issues with applying for permits online.

#### For Returning Users (those already registered with Tyler Technologies, i.e. Destin's old portal or Walton County's portal) –

Do NOT create a new account, it'll give you an error stating an account already exists; you will use the SAME login information but through our link. If you forgot your login information, please follow the steps to reset your password.

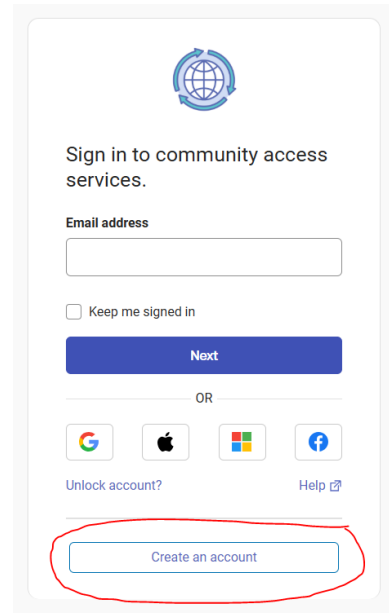
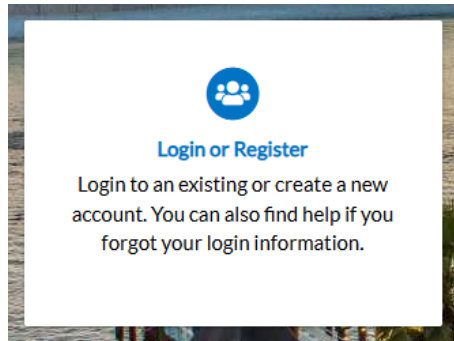
#### For Admin Staff Working Pulling Under a Contractor –

It is recommended that your account be in YOUR name and email and can be linked to your contractor under Contact Manager > My Associations.

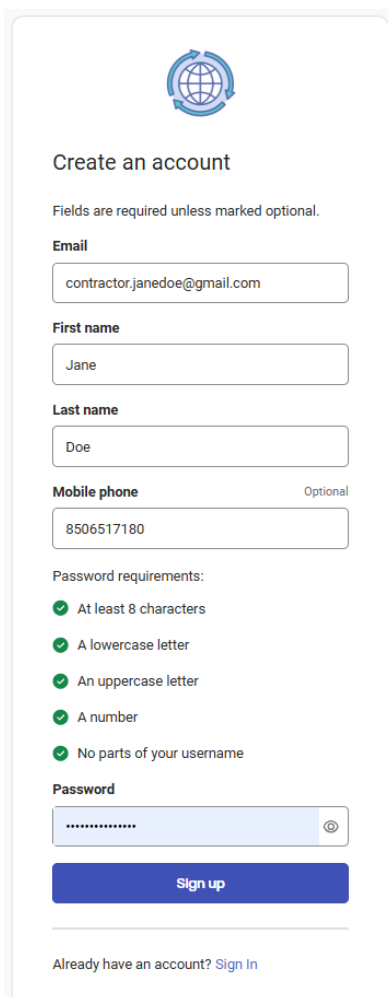
To register an account, click on the tile:

## Login or Register

At the bottom of the next page, select: **Create an account**

A sign-in form with a blue globe icon at the top. The text says "Sign in to community access services." Below is an "Email address" input field, a "Keep me signed in" checkbox, and a blue "Next" button. Below the button is "OR" and social login icons for Google, Apple, Microsoft, and Facebook. There are links for "Unlock account?" and "Help". At the bottom, a "Create an account" button is circled in red.

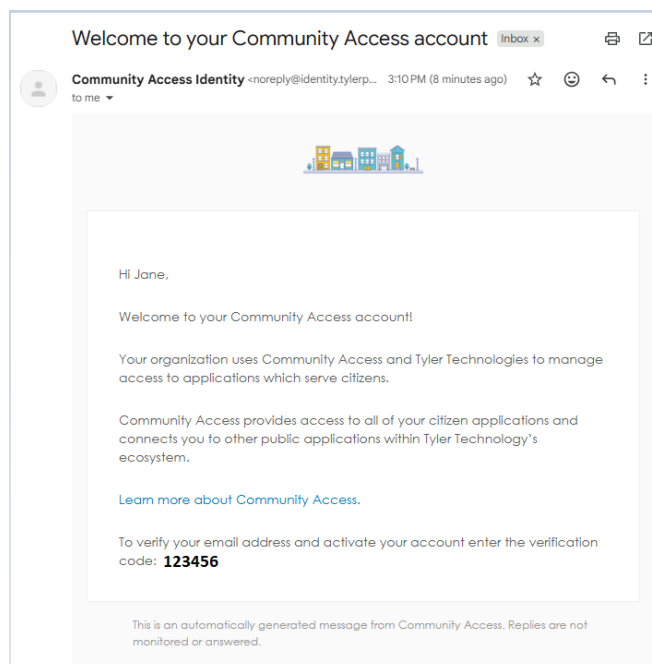
Fill out applicable information:

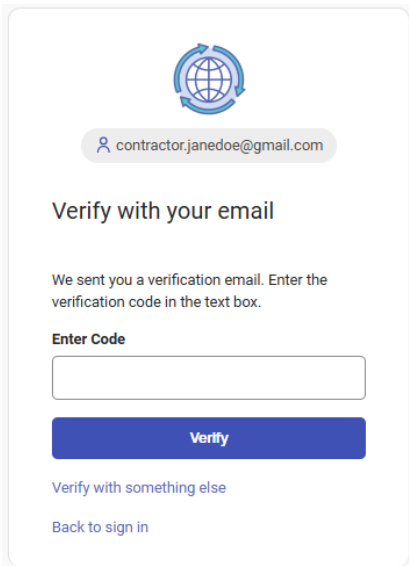
A "Create an account" form with a blue globe icon. It includes fields for "Email" (contractor.janedoe@gmail.com), "First name" (Jane), "Last name" (Doe), and "Mobile phone" (8506517180, marked optional). Below these are "Password requirements" with five green checkmarks: "At least 8 characters", "A lowercase letter", "An uppercase letter", "A number", and "No parts of your username". There is a "Password" field with a strength indicator and a blue "Sign up" button. At the bottom, it says "Already have an account? Sign In".

< After filling out the general information, click on: **Sign up**

It'll then ask you to verify your email address and email you a code to enter in and verify.

Below is an example email of the verification email you will receive with a code:





The image shows a mobile app screen for email verification. At the top is a globe icon with circular arrows. Below it is a user email address: contractor.janedoe@gmail.com. The main heading is "Verify with your email". Below this is a message: "We sent you a verification email. Enter the verification code in the text box." There is a label "Enter Code" above a text input field. Below the input field is a blue "Verify" button. At the bottom, there are two links: "Verify with something else" and "Back to sign in".

< Enter the code from your email to finalize the email verification

Once your account has been verified, you will now be walked through 4 steps to complete the account registration:

## Step 1: Acknowledgment

### Registration

Step 1 of 4: Acknowledgement

When registering for CSS, please do not use your mykaloosa.com email address. Please use your personal email address.



Continue

## Step 2: Personal Info

### Registration

Step 2 of 4: Personal Info

**\*REQUIRED**

First Name	<input type="text" value="Jane"/>
Middle Name	<input type="text"/>
Last Name	<input type="text" value="Doe"/>
Company	<input type="text"/>
* Contact Preference	<input type="text" value="Email"/>
* Email Address	<input type="text" value="contractor.janedoe@gmail.com"/>

Additional Contact Information

* Business Phone	<input type="text" value="() - - -"/>
	Business Phone is required.
* Home Phone	<input type="text"/>
* Mobile Phone	<input type="text"/>

## Step 3: Address

### Registration

Step 3 of 4: Address

**\*REQUIRED**

* Address	<input type="text" value="1250 N Eglin Pkwy"/>
	<input type="text" value="Suite 301"/>
City	<input type="text" value="Shalimar"/>
FL	<input type="text" value="FL"/>
Postal Code	<input type="text" value="32579"/>

## Step 4: Signature

### Registration

#### Step 4 of 4: Signature

By signing below, I acknowledge that the information provided during my registration is true and correct.

\* Please type your name as consent to electronically sign this registration.


Enable Type Signature ☒

Jane Doe  
December, 19 2025

X *Jane Doe*

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

After submitting, you should be redirected to the Okaloosa County Department of Growth Management Self Service Dashboard:

 Department of Growth Management Jane Doe • 0

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Dashboard **Home** Okaloosa County Website Apply My Work Today's Inspections View Map Fee Estimator Pay Invoices Search Calendar

### My Inspections

Requested	Scheduled	Closed
0	0	0

[View My Inspections](#)

### My Invoices

Current	0	\$0.00
Past Due	0	\$0.00
<b>Total</b>	<b>0</b>	<b>\$0.00</b>

[View My Invoices](#)

### My Permits

Attention	Pending	Active	Recent	Draft
0	0	0	0	0

[View My Permits](#)

### My Plans

Attention	Pending	Active	Recent	Draft
0	0	0	0	0

[View My Plans](#)