MERIDIAN
IDAHO

Getting Started

Welcome to Citizen Access! Providing citizens, businesses, and visitors access to services online, 24 hours a day, 7 days a week.

(1) Citizen Access

- Log in to your existing account or Register for an Account
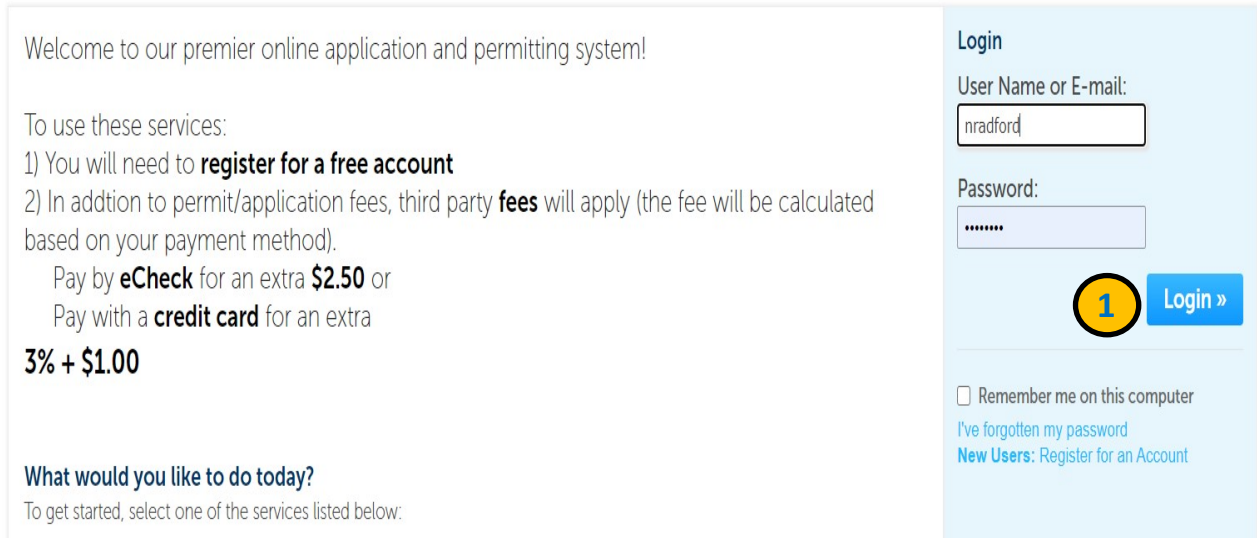- New Users: Once registered, check your email to activate your account

➡ https://citizenportal.meridiancity.org/CitizenAccess

(2) Create Permit

- Click on City Clerk
- Click on Apply for City Clerk License or Permit
- Check Disclaimer
- Continue Application

Application Information
- Select a Record Type
- Continue Application
- Fill out all fields
- Upload documentation from computer
- Once documents uploaded, click Continue
- In Document Viewing Permissions from dropdown, Select Not Viewable
- Save
- Continue Application
- Click Check Out

| Home | Address/Parcel Verification | Building Services | City Clerk **(2)** | Easement | Planning | Pre Application | Surety |

Advanced Search

Welcome to our premier online application and permitting system!

To use these services:
1) You will need to **register for a free account**
2) In addtion to permit/application fees, third party **fees** will apply (the fee will be calculated based on your payment method).
  Pay by **eCheck** for an extra **$2.50** or
  Pay with a **credit card** for an extra

3% + $1.00

What would you like to do today?
To get started, select one of the services listed below:

Login

User Name or E-mail:
nradford

Password:
•••••••

(1) Login »

☐ Remember me on this computer

I've forgotten my password
New Users: Register for an Account

(3) Pay Fees in Citizen Access Portal

- Follow the directions and enter your payment information.
- Once submitted, be sure to keep record of your permit number for future reference.

(3) IDAHO Official Payment Site of the **State of Idaho**

Meridian City Clerk's Office: 33 E. Broadway Ave., Suite 104, Meridian, ID 83642