

## Upgrades to Basic Services Coming Thursday, October 22<sup>nd</sup>.

In order to enhance your ePermitting experience, some new features will be rolled out on **Thursday, October 22<sup>nd</sup>**. Here is an overview of the new features:

### Address Search/Selection

- The address search has been simplified. Accela Citizen Access is more likely to find an address with less information. The new format for address input will be:

*Street number	Pre-directional	*Street Name	Post-directional
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City			
<input type="text"/>			

You are still only required to input the street number and part of the street name. The new format should make finding an address much easier.

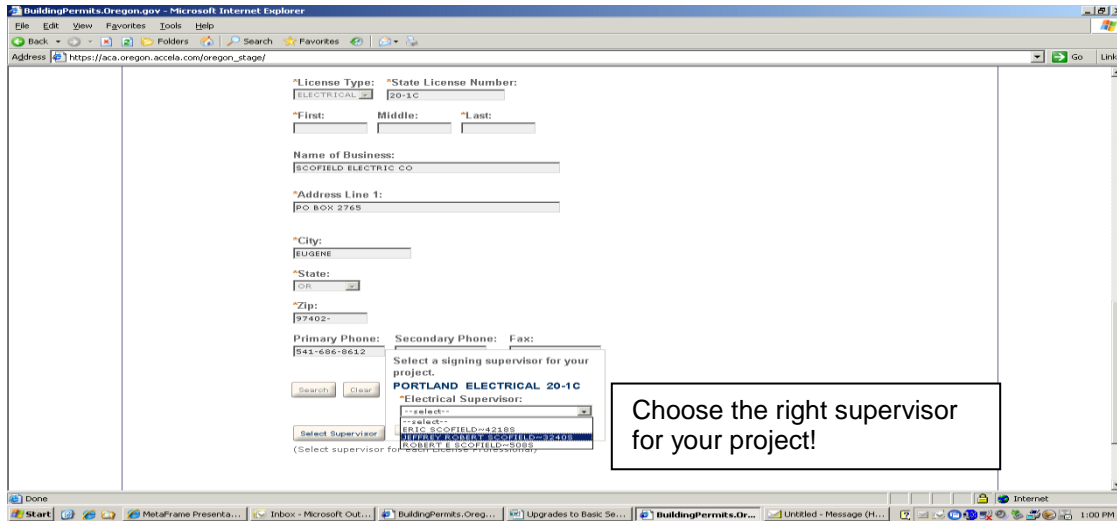
### New signing supervisor selection

- The program will now provide you with signing supervisor selections based on your license type (electrical and combo licenses). This will occur below your displayed licensed contractor information. Once chosen, the information is transferred to the Authorization. This new field is mandatory.

The screenshot shows a web browser window displaying the 'BuildingPermits.Oregon.gov' website. The page contains a form for contractor information. The form fields are as follows:

- \*License Type: ELECTRICAL
- \*State License Number: 20-1C
- \*First: [text input]
- Middle: [text input]
- \*Last: [text input]
- Name of Business: SCOFIELD ELECTRIC CO
- \*Address Line 1: PO BOX 2765
- \*City: EUGENE
- \*State: OR
- \*Zip: 97402
- Primary Phone: 541-666-8612
- Secondary Phone: [text input]
- Fax: [text input]

Below the form are 'Search' and 'Clear' buttons. At the bottom of the form area, there is a 'Select Supervisor' button with a callout box that says 'Click the 'Select Supervisor' button'.



### Electrical Branch Circuits/Service and Feeders

- These two service groupings have been collapsed into one to make correct service selection easier.

### Stopping the application process when no services are selected

- If no individual service selections are made, the application process will stop you from going forward. This will prevent you from getting charged a minimum fee when the service you want is not available from a specific city or county.

### Authorizations

- The report format has changed making it easier to read.
- Map/Tax lot # will now print on the authorization.
- Based on request by a participating city or county, an inspection request line will be printed on the authorization.
- Authorizations will now identify services purchased as Residential or Commercial.