How to Register for a CSS Account

Registration is a one-time process.
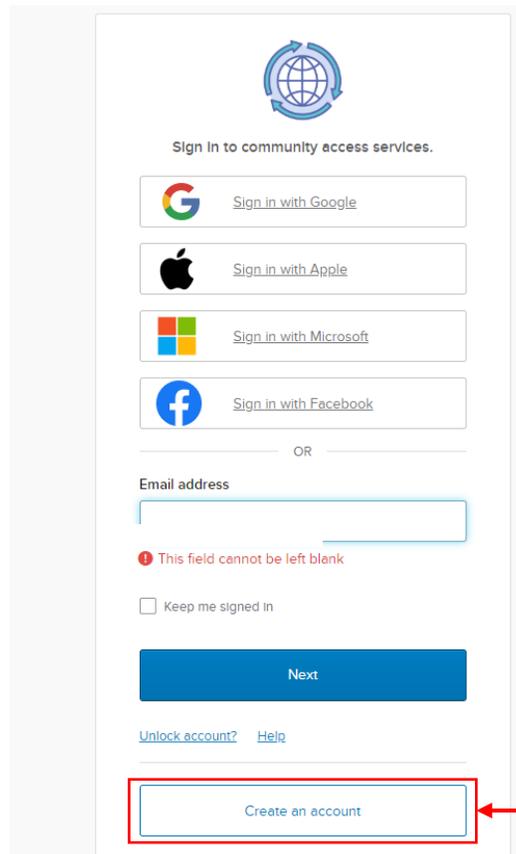
Go to https://portal.encinitasca.gov/CustomerSelfService#/home
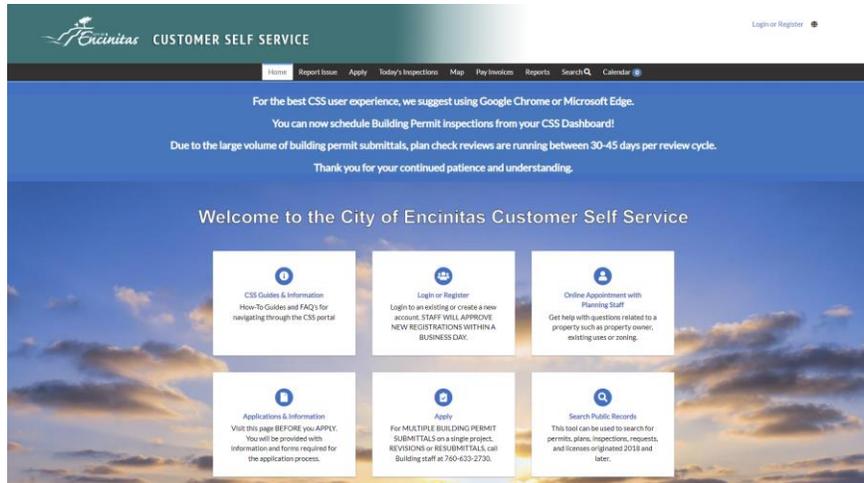
Click on **Login or Register**
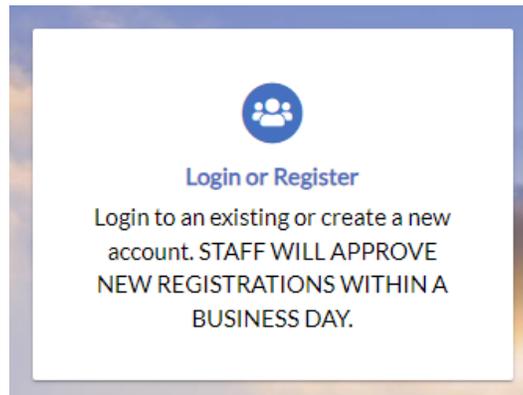
Click on **Create an account**

Fill in the required information
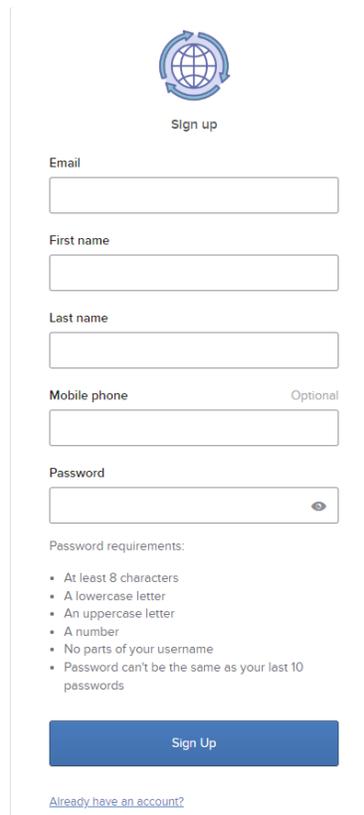
Check your email for the verification code that was sent to you.

Verify with your email

(Q) permits@encinitasca.gov

We sent an email to permits@encinitasca.gov
Enter the verification code in the text box.

Enter Code

[   ]

[**Verify**]

Return to authenticator list

Back to sign in

Click the **Continue** button

CUSTOMER SELF SERVICE

Home   Report Issue   Apply   Today's Inspections   Map   Pay Invoices   Reports   Search Q   Calendar 0

Registration

Step 1 of 3: Acknowledgement

Please click continue to confirm your contact preferences and complete the registration process.

[Continue]

Enter the required information

Enter your address

Wait for your account to be approved before logging in
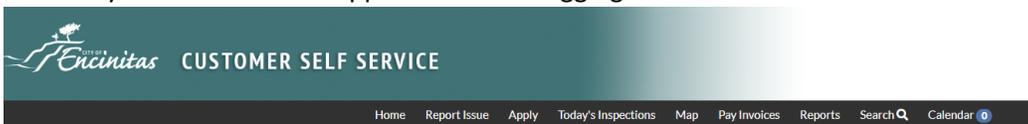
Thank you for registering

Thank you for requesting a new user account - your account will be activated after it has been reviewed.

Return to Home