CITY VIEW PORTAL REGISTRATION

2. Hover over the “GOVERNMENT” tab on the homepage, then click *Land Conservation*.
3. Click “CityView Web Portal” on the far left side navigation bar
   a. You may also bookmark the page: https://cityview.outagamie.org/
4. Click on “Register”.

Welcome to the Outagamie County web portal, where you can apply for permits, check the status of applications, permits and inspections, or submit a complaint, all from the comfort of your personal computer.

5. Enter in your email address and password for your new account, then click “Next Step”
6. Click ‘NO’ on “Would you like to associate your account with an existing Contractor License?”
   (NOTE: This is only used for Waste Haulers to provide pumping information)
7. a. If you are currently a participant in the Working Lands Initiative/Farmland Preservation program click “YES” on “Would you like to associate your account with an existing Business License?” (NOTE: In this instance a “Business License refers to your compliance certificate and associated parcels)

1. Once “Yes” is selected, you will need to enter in your compliance certificate number where it says “Enter your license or issuance number:”
2. Click “Search”. Click on “Register as this License” on applicable farm. (NOTE: To be able to associate your farm with your portal account you need to first provide Outagamie Land Conservation Department with your email address that you are registering for portal with.)

Or

b. If you are not currently a participant in the Working Lands Initiative/Farmland Preservation program click “NO” on “Would you like to associate your account with an existing Business License?”

**Contact Information**

- **Would you like to associate your account with an existing Contractor license?** No
- **Would you like to associate your account with an existing Business license?** Yes No

[Previous Step: Create Account]
8. Enter in your contact information in all the required fields marked with a red asterisk (*).
9. An e-mail will be sent for you to verify your account before being able to log in and process any new applications. Once you activate your account, your account will be set up and on your next log in, click “Sign In” and use the information entered when setting up your account.

Your new account was created successfully.

A confirmation email has been sent to newuser@email.com. Please allow up to 30 minutes for the email to arrive. Please click on the hyperlink contained in the email to activate your account.