



How to create a MyGov Account

Beginning in 2021, The City of Sartell has partnered with MyGov for issuing permits. In order to obtain ANY permit, you will need to make an account in MyGov.

<https://web.mygov.us/oac/collaborators/registration>

General Permitting

- **If you do not have an account**, fill in **"New Collaborator Account"** information and click on **"Create Account"**. **If you have previously created an account**, click collaborator login at the bottom of the page. Please save this information as you will use it in the future.
- **Insert contact information** (business name (if applicable), phone, email, physical address, mailing address (if different)).
- Click Save Contact.
- **Select Agency**- In "Search Agency" box type in "City of Sartell" and search. **Check box to select and click "Send Request"**.
- **Validation Request**- you will receive an email to continue setting up- **you may need to check your spam folder**.
- Click **"Validate Email"** and it will take you back to the MyGov front page. It will say if your email has been validated.