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How to Submit a Record In the Storefront



Seth

5 months ago · Updated

Once you have selected the permit or license that [you would like to apply for](#), simply fill in the relevant information on the screen and click "Next."

1. The first step is to confirm your contact information. This information will be used to auto-fill specific record criteria and could also be used by the community for any follow-up contact needed.

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 **Support**

Have a project #?

Step 1 of 15 · [Save Draft and Exit](#)**Electrical Permit****Confirm your contact information**

Ensure your contact information is up-to-date so that we can get in touch with you if needed.

First Name

John

Last Name

Citizen

Email address

support@viewpointcloud.com

Phone Number

6175779000

Address 1

320 Congress St.

Address 2 (Optional)

City

Boston

State

MA

ZIP/Postal Code

02210

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2. Once you have filled out all the applicable fields, you will be directed to a confirmation page that will allow you to review your information before submitting the application. While reviewing, if you need to alter any of the information, simply click the "Edit" button under the section title. If you would like to save your work and continue at a later date, you can click the "[Save Draft and Exit](#)" option in the top right corner of the page.

[Save Draft and Exit](#)

Confirm your submission

Please ensure you've filled everything completely and accurately, then click "Confirm and Submit" below.

Contact Information

[Edit ...](#)**John Citizen****Email address**

support@viewpointcloud.com

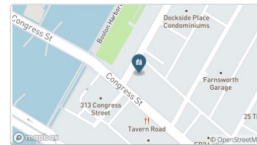
Phone Number

6175779000

Mailing Address

320 Congress St. , Boston, MA 02210

Location

[Edit ...](#)**320 Congress Street**
Boston, MA 02210

Project Information

[Edit ...](#)

Please fill in the following information. If you have any questions or need additional assistance, please contact city hall directly.

3. Once you have confirmed all of the information, click "Confirm and Submit" in the bottom right corner of the page.

I certify under possible penalty of perjury under the laws of this jurisdiction that the preceding information is true and correct.

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