

## How to Create and Update your Contractor Registration

Contractor Registrations are typically reviewed and processed within 1 business day. Please note City Hall is opened (Monday - Thursday). Should you have any questions, please call (954) 786-4668.

**Please follow the directions listed below:**



1) Go to the City of Pompano Beach Website:  
[www.pompanobeachfl.gov/government/e-services](http://www.pompanobeachfl.gov/government/e-services)

2) Scroll down to Contractor Registration. Click on the green box.

Update your Contractor Registration

3) On the next page, Leaving the City of Pompano Beach Website, click on the green box.

Proceed to Site

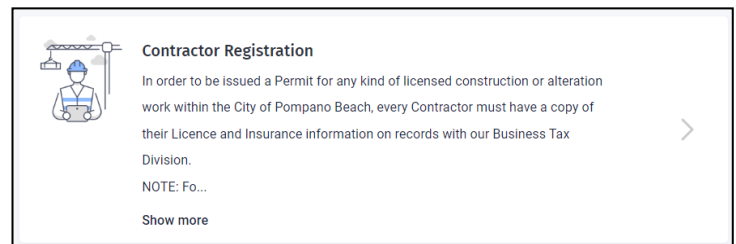
4) You are now on the City of Pompano Beach Online Portal.

*If you already have an account, sign in.*

*\*\*Please do not continue as guest; you will not be able to submit as a Guest User. Staff will not be able to see your submission.*

*Once you have created your account, you will need to sign in.*

5) Once signed in, scroll down to the Contractor Registration box.



6) Complete the online forms & upload your documents.

7) Once completed, hit the submit button.