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Building Department
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Bulletin GA-09-2023-018

To: All CSS Users

Re: New CSS Log in Procedure

Effective September 14th, 2023 we will implement a login process called (TID-C) for our CSS Portal. Please see the steps below to be able to access our CSS Portal. PLEASE NOTE: You will only need to create a TID-C account once, and then you will be able to log in via the portal – it will still appear as the screenshot below.

Steps for creating a TID-C Account within CSS

1. If this is the first time of seeing this screen, click sign-up at the bottom of the screen.

Sign in to community access services.

Sign in with Google

Sign in with Apple

Sign in with Microsoft

Sign in with Facebook

OR

Email address
bmaleman@yahoo.com

Password
••••••••


Remember me

Sign in

[Forgot password?](#) [Unlock account?](#) [Help](#)

Don't have an account? [Sign up](#)

2. Enter your existing email and password tied to your **existing** CSS Account. If this is your first time signing up for a CSS Account for City of Namapa, enter whichever email and password you will use into the future. Then click SIGN UP



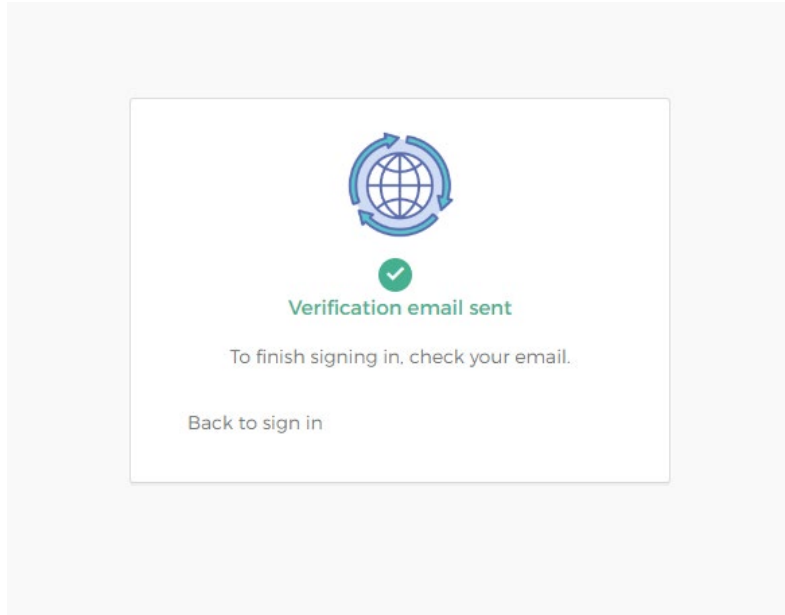
Create an account

- ✓ At least 8 character(s)
- ✓ At least 1 number(s)
- ✓ At least 1 lowercase letter(s)
- ✓ At least 1 uppercase letter(s)
- ✓ Does not contain part of username

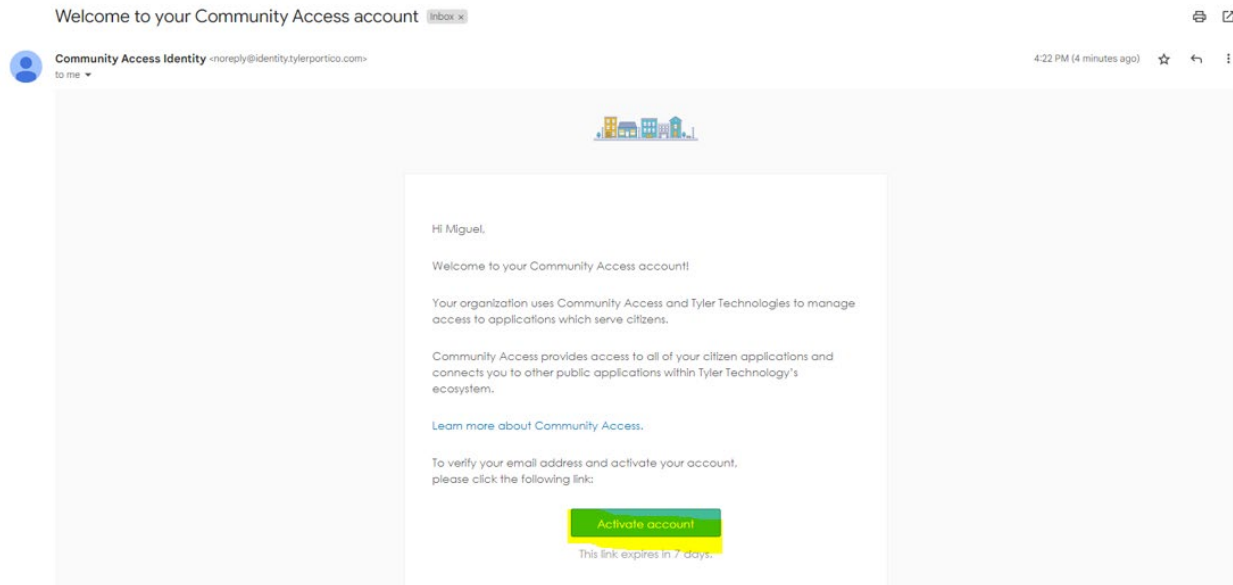
* indicates required field

[Back to sign in](#)

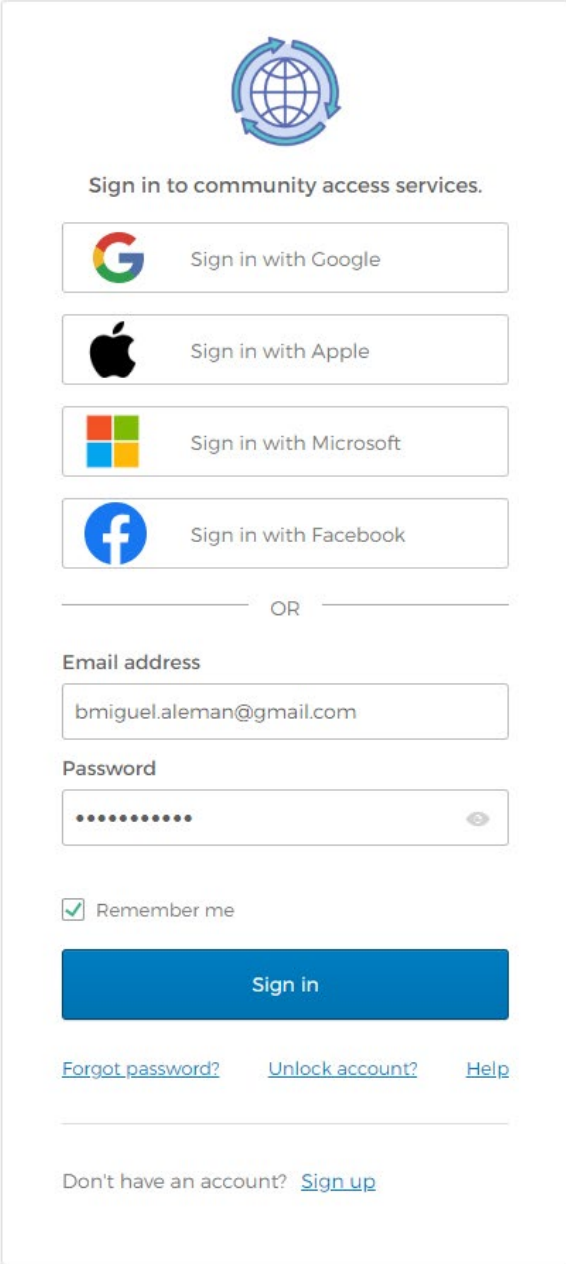
3. You will be asked to open the verification email sent to the email you provided.



Click **ACTIVATE ACCOUNT** in the email sent.



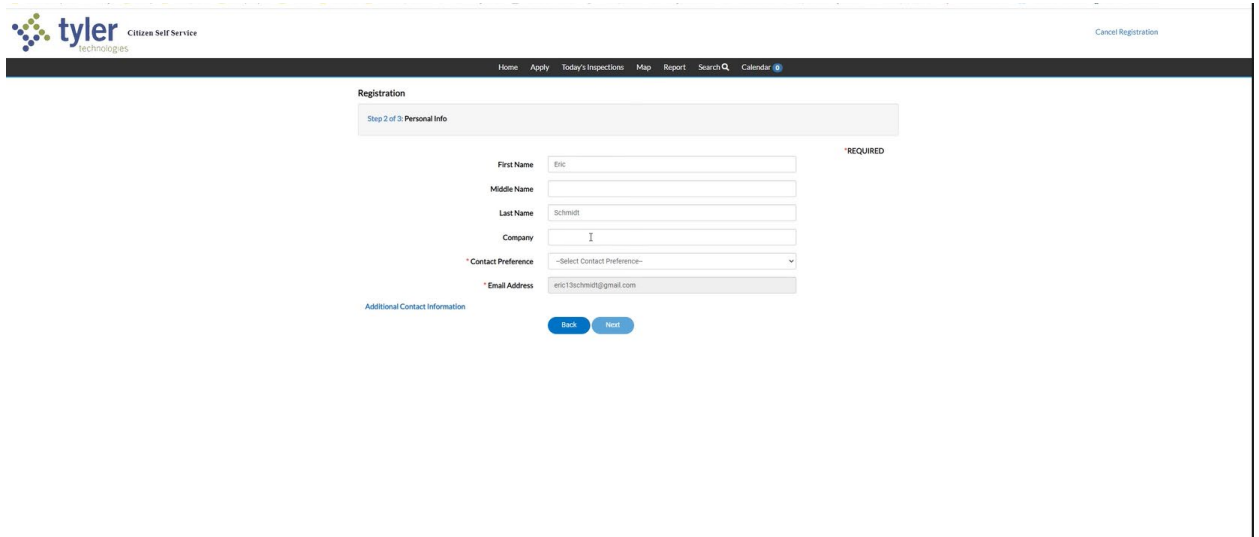
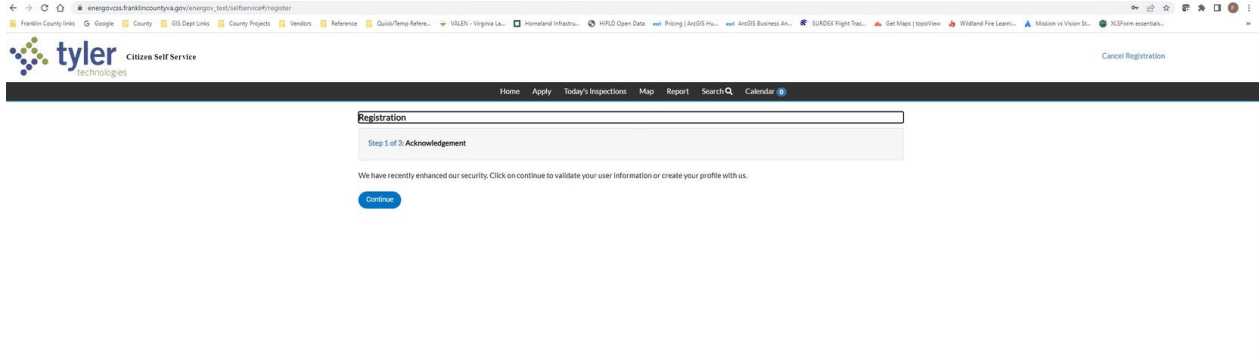
4. You will be taken back to the sign in screen. There you will enter the email and pw you have used when creating your account.



The image shows a sign-in interface for community access services. At the top, there is a blue circular icon with a globe and arrows. Below it, the text reads "Sign in to community access services." There are four social media sign-in options: "Sign in with Google" (with the Google 'G' logo), "Sign in with Apple" (with the Apple logo), "Sign in with Microsoft" (with the Microsoft logo), and "Sign in with Facebook" (with the Facebook 'f' logo). Below these options is a horizontal line with "OR" in the center. Underneath, there are two input fields: "Email address" containing "bmiguel.aleman@gmail.com" and "Password" with a masked password of ten dots and an eye icon to toggle visibility. A "Remember me" checkbox is checked. A large blue "Sign in" button is positioned below the password field. At the bottom, there are three links: "Forgot password?", "Unlock account?", and "Help". A final line of text says "Don't have an account? [Sign up](#)".

- If you already have a CSS Account with the same email you used to create your TID-C Account, then you will be directed into CSS moving forward.

But, if this is your first time creating a CSS Account for the municipality, there will be other fields for you to fill out. Please follow the prompts directed in the portal.



Please contact us at (208) 468-5435 or via [email](#).