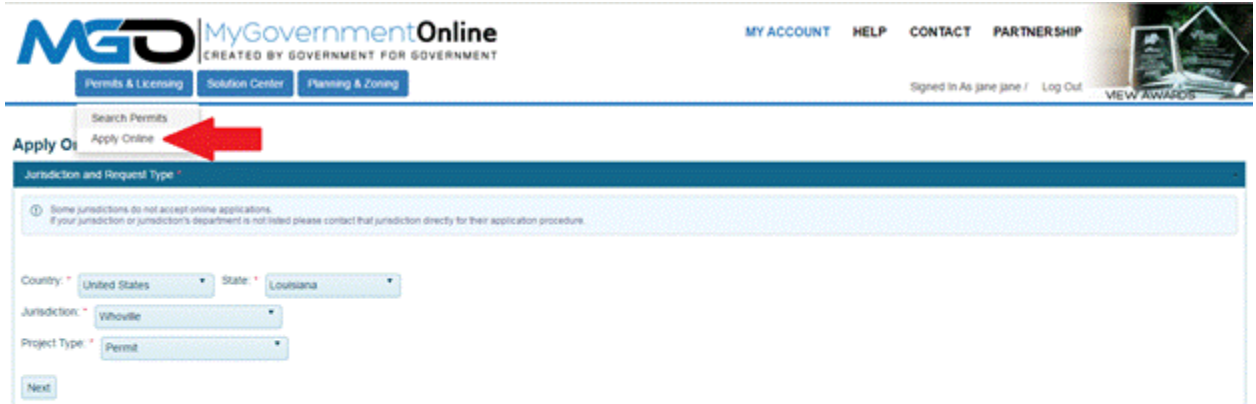


How to Apply/Renew Your Permit

1. Log into your customer portal account at <https://www.mygovernmentonline.org> . If you have not visited this site previously, you may need to create an account.

Once you are logged in, go to the “**Permits and Licensing**” button in the top left area of the screen and then click on **Apply Online**.



The screenshot shows the MyGovernmentOnline website interface. At the top left, there is a navigation menu with buttons for 'Permits & Licensing', 'Solution Center', and 'Planning & Zoning'. The 'Permits & Licensing' button is highlighted. Below this menu, there is a search bar with 'Search Permits' and 'Apply Online' options. A red arrow points to the 'Apply Online' button. The main content area is titled 'Jurisdiction and Request Type' and contains a form with the following fields: Country (United States), State (Louisiana), Jurisdiction (Vilhove), and Project Type (Permit). A 'Next' button is located at the bottom of the form.



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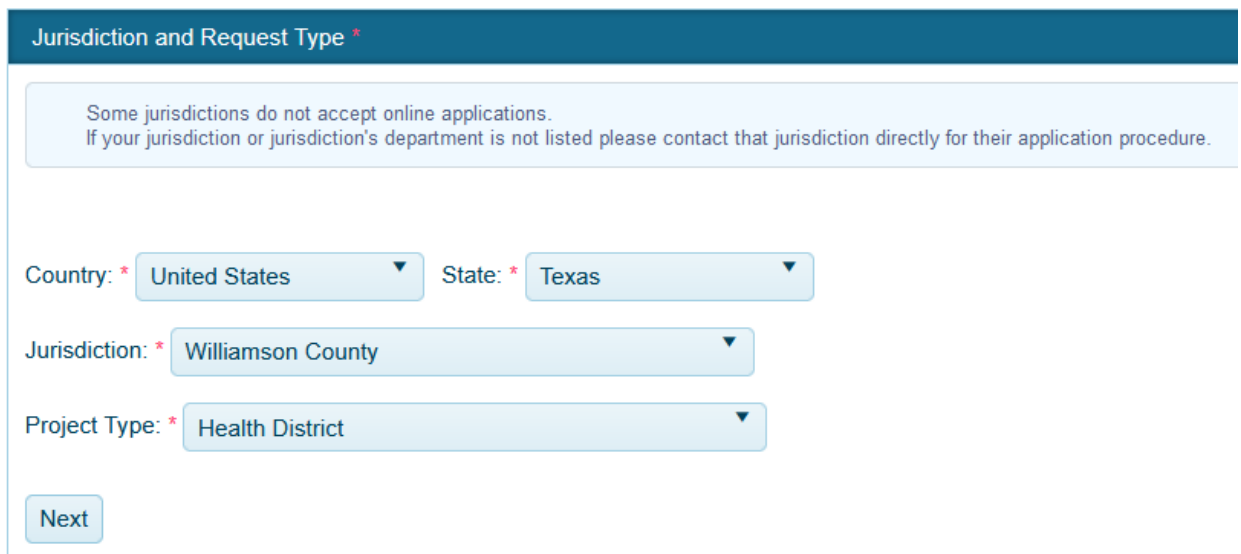
[Click for Mobile App.](#)

Welcome to our new site design. Please contact us with any questions. To view the old site [click here.](#)

<https://www.mygovernmentonline.org/permits/>

2. In order, select the State, Jurisdiction, and Project Type as shown below and then click Next.

Apply Online



The screenshot shows the 'Apply Online' form. The title is 'Jurisdiction and Request Type'. Below the title, there is a message: 'Some jurisdictions do not accept online applications. If your jurisdiction or jurisdiction's department is not listed please contact that jurisdiction directly for their application procedure.' The form contains the following fields: Country (United States), State (Texas), Jurisdiction (Williamson County), and Project Type (Health District). A 'Next' button is located at the bottom of the form.

3. Select “Get Started on a New Application” to begin the application process.

MGD MyGovernmentOnline
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Permits & Licensing Solution Center Planning & Zoning

MY ACCOUNT HELP CONTACT PARTNERSHIP

Signed in As jane jane / Log Out VIEW AWARDS

Apply Online

Jurisdiction and Request Type *

Online Permitting Application *

Get Started on a New Application

Add a permit to an existing project

4. Select the application type that corresponds with your Health Permit and click Next.

Select an Application Type

Select an Application Type: *

- Select an Option -

- Select an Option -

Farmers Market Permit Application

Farmers Market Permit Application - (EGG ONLY)

Fixed Food Establishment Permit Application

Fixed Food Establishment Plan Review Application

Mobile Food Establishment Permit Application

Please select an option

5. Enter the physical address of the project and then click next.

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Apply Online

Jurisdiction and Request Type *

Online Permitting Application *

Select an Application Type

Physical Address or Location *

Please provide the physical address or location of your project.
To modify an existing permit, [click here](#).

My Project has been addressed by the Jurisdiction.

Address or Location * City * Zipcode *

Next

Select Available Fees

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6. Now enter or confirm the Applicant’s contact information and then click next. The Applicant contact information will automatically pre-fill from the user account information of your log-in

account. You may select how you wished to receive automatic notifications during the project. Please note that e-mail notifications are more convenient and can be referred back to at any time since the notifications arrive in your e-mail inbox. It is strongly encouraged that you opt in for e-mail notifications. Missed telephone calls can cause you to miss some of your notifications during the project. To opt in for any notification method type, please click the check box next to the preferred method in which you would like to be notified. Click next to proceed and fill out the subsequent contact information requested before the Application Questionnaire.

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Permits & Licensing | Solution Center | Planning & Zoning

MY ACCOUNT | HELP | CONTACT | PARTNERSHIP

Signed In As jane jane / Log Out

VIEW AWARDS

Apply Online

Jurisdiction and Request Type ▾
Online Permitting Application ▾
Select an Application Type ▾
Physical Address or Location ▾
Owner's Contact Information ▾
Applicant's Contact Information

First Name Last Name Suffix Business Name
jane jane ▾

Mailing Address
Address City State Zipcode
▾ ▾ - Select State - ▾

Email mgolent2@scpd.org Notify

Cell Phone Notify

Home Phone Notify

Work Phone Notify

Back **Next**

7. Answer all questions in the Application Questionnaire. This is information required to process your application. Please make the absolute best effort to answer all questions accurately. If you do not know the answer to a question or if it is not applicable to your project, please enter "Not Known" or Not Applicable" so that you may proceed with submitting your application. Once you have completed all questions, click next to proceed.

Application Questionnaire

Farmers Market Permit Application

Name of FME (Booth Name)

Please indicate which farmers markets you will be participating in:

- Georgetown Farmers Market - Republic Square
- Sun City Farmers Market - Activity Center @ Texas Drive
- Round Rock Farmers Market - University Oaks Center
- Wolf Ranch Farmers Market - Wolf Ranch
- Smooth Village - Leander, Texas
- Other(s) in Williamson County (*please include details in next question*)

Other Farmer Markets you will be participating in not included above:
4000 char(s) available.

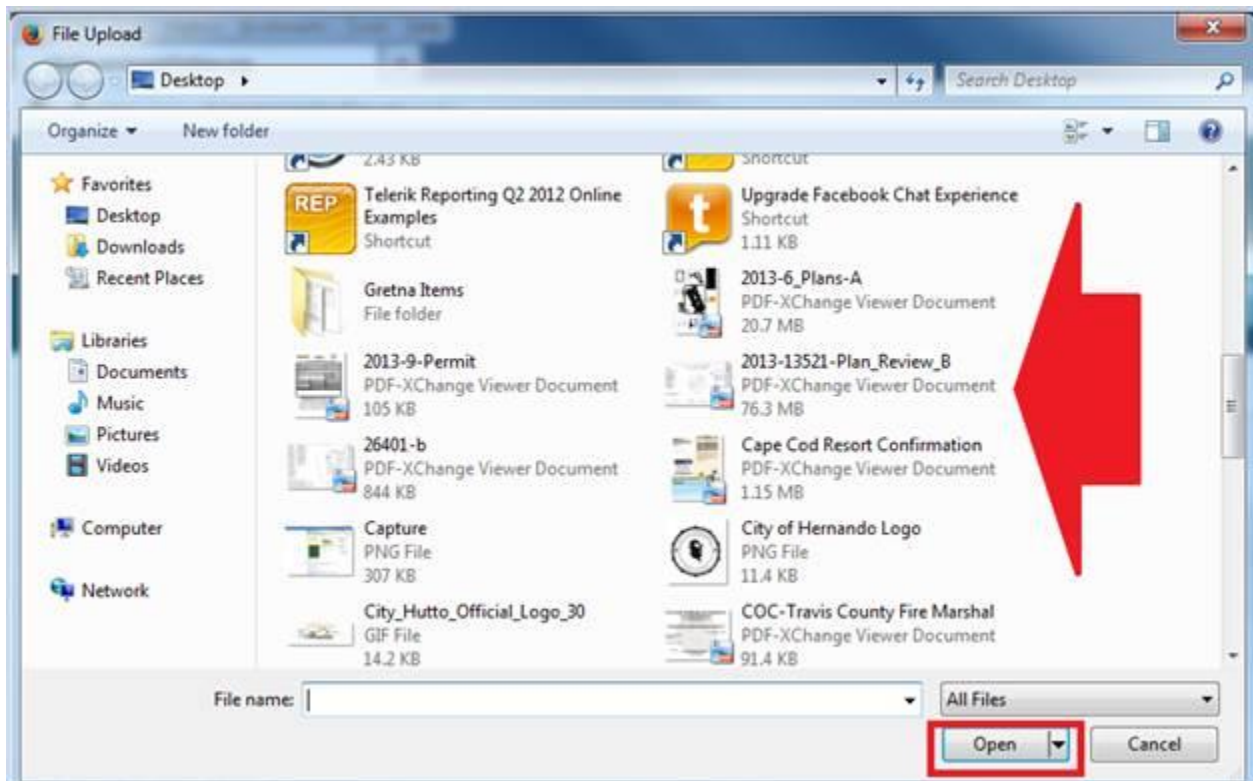
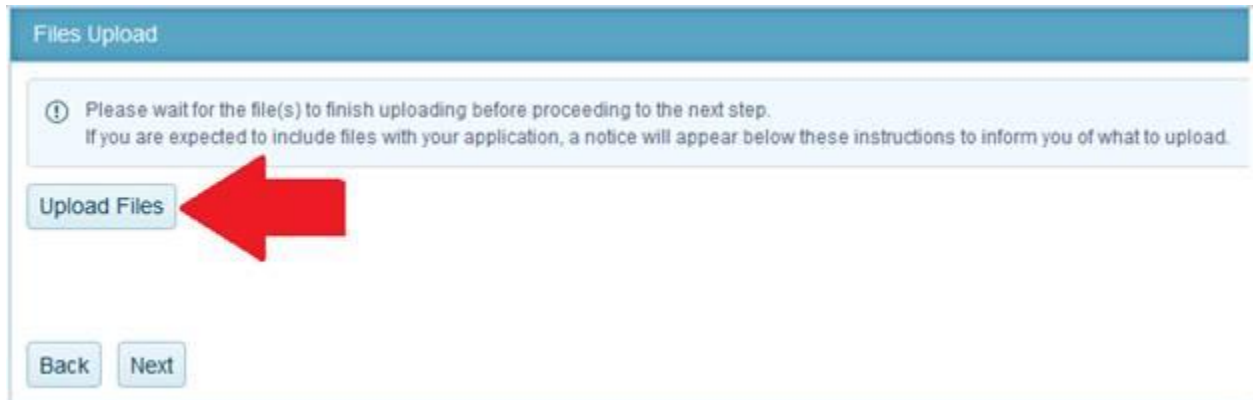
Time/temperature control for safety (TCS) foods will be prepared/cooked/held at (check all that apply):

- Farmers Market Establishment
- Permitted Facility

If using a permitted facility, list the name and address of the facility:
4000 char(s) available.

What equipment will be used to control the temperature of TCS Foods during transport?
4000 char(s) available.

8. You may upload any files required with your application. Files uploaded must be in PDF format. To upload documents, click on the **Upload Files** button. Search for the files on your computer. Select the file and then click Open. Allow the file time to upload. You may repeat this process to upload multiple files. Once you have uploaded all files click the **Next** button to proceed.

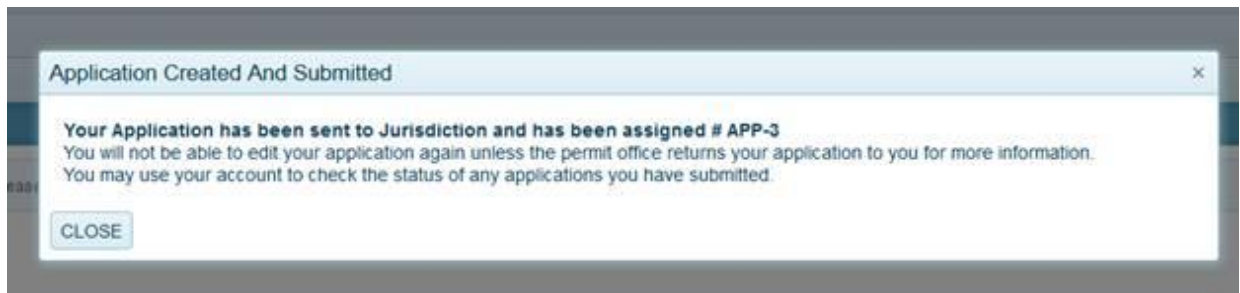


9. Click the Submit button only once to submit your application to the jurisdiction for review.



The screenshot shows a web interface with a blue header bar labeled "Review". Below the header is a light blue box containing an information icon and the text: "To save your current progress and complete your application another time, please press save before exiting." Below this is the text: "Your application is ready to submit to the jurisdiction." At the bottom, there are three buttons: "Back", "Save", and "Submit". The "Submit" button is highlighted with a red rectangular border.

10. You will receive a confirmation message and an application number. The jurisdiction will receive your application and begin processing the application. Once the jurisdiction accepts the application, you will be able to pay the permit fees. Please be patient. Someone from the jurisdiction will contact you to proceed or if they need additional information.



The screenshot shows a confirmation dialog box with a title bar that says "Application Created And Submitted" and a close button (X) in the top right corner. The main text inside the dialog reads: "Your Application has been sent to Jurisdiction and has been assigned # APP-3". Below this, it says: "You will not be able to edit your application again unless the permit office returns your application to you for more information." and "You may use your account to check the status of any applications you have submitted." At the bottom left of the dialog is a "CLOSE" button.